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1918/19

Volume IX *Number I*

BULLETIN OF THE

OKLAHOMA COLLEGE FOR WOMEN

CHICKASHA, OKLAHOMA

Issued Quarterly

CATALOGUE NUMBER

Calendar July 1, 1918--June 30, 1919

Announcement 1918-19

Issued July 1st, 1918

Entered as Second Class Matter at Chickasha, Oklahoma, Under Act of Congress

BULLETIN OF THE

Oklahoma College for Women

Volume IX *CHICKASHA, OKLAHOMA* *Number I*

Entered as second class matter at Chickasha, Okla., under Act of Congress.

CATALOGUE NUMBER

1918-19

CALENDAR FOR 1918-1919

1918 JULY 1918

S	M	T	W	T	F	S
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1918 AUGUST 1918

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1918 SEPTEMBER 1918

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1918 OCTOBER 1918

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1918 NOVEMBER 1918

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1918 DECEMBER 1918

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1919 JANUARY 1919

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1919 MARCH 1919

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1919 APRIL 1919

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1919 MAY 1919

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1919 JUNE 1919

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COLLEGE CALENDAR

Academic Year, 1918-1919.

FIRST SEMESTER.

1918.
September 14th and 16th, Saturday and Monday—Registration.
September 17th, Tuesday—All classes begin.
September 19th and 20th—Entrance examinations.
November 27th, Wednesday, 1:00 p. m.—Thanksgiving recess begins.
December 2d, Monday, 8:30 a. m.—Thanksgiving recess ends.
December 20th, Friday, 4:00 p. m.—Christmas holidays begin.
December 31st, Tuesday, 8:30 a. m.—Christmas holidays end.

1919.
January 24th, Friday—First Semester ends.

SECOND SEMESTER.

January 27th, Monday—Registration for second semester.
January 27th and 29th—Entrance examinations.
May 1st, Thursday—May festival.
May 5th, Monday—Cap and Gown Day.
May 25th, Sunday, 11:15 a. m.—Baccalaureate sermon.
May 27th, Tuesday, 8:30 p. m.—Preparatory School exercises.
May 28th, Wednesday, 4:00 p. m.—Class day.
May 28th, Wednesday, 8:30 p. m.—Senior night.
May 29th, Thursday—Fine Arts and Technical Arts exhibits.
May 30th, Friday, 10:30 a. m.—Commencement exercises.
May 30th, Friday, 2:00 p. m.—Alumnæ meeting.

MEMBERS OF THE STATE BOARD OF EDUCATION

HON. R. H. WILSON, Member Ex-Officio.....Oklahoma City
State Superintendent of Public Instruction.

HON. FRANCIS B. FITE.....Muskogee

HON. JOHN SHEPLAR.....Lawton

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HON. DAVIS HILL.....Vinita

HON. T. F. BREWER.....Eufaula

HON. J. M. SANDLIN.....Duncan

OFFICERS OF THE BOARD

HON. R. H. WILSON, President.....Oklahoma City

HON. LESLIE T. HUFFMAN, Secretary.....Oklahoma City

OFFICERS OF ADMINISTRATION AND INSTRUCTION

COLLEGE FACULTY

1918-1919

G. W. AUSTIN.....*President*
B. S., Grayson College

EDGAR COWAN, Dean.....*Science*
A. B., University of Oklahoma

CAROLINE LAIRD.....*English*
A. B., Hillsdale College
A. M., University of Michigan

ANNA LEWIS.....*Political Economy*
A. B., A. M., University of California

RUTH KLINGLESMITH.....*Biological Science*
A. B., A. M., University of Oklahoma

I. E. MOTT.....*Education*
A. B., A. M., University of Oklahoma

JANE HILL MILLER.....*Modern Languages*
A. B., Mississippi College for Women
A. M., Columbia University, New York

MAXIE N. WOODRING.....*Latin*
A. B., A. M., Peabody College

ANNA WADE O'NEILL.....*History*
A. M., Clark University

LULA A. BARR.....*Mathematics*
A. B., University of Oklahoma

S. DEBORAH HAINES.....*Home Economics*
A. B., University of Oklahoma
A. M., Columbia University, New York

ANNA K. BANKS.....*Home Economics*
A. B., College of Industrial Arts

IRENE SHALEY.....*Physical Education*
Posse Normal School of Gymnastics

EDNA B. MADDOX.....*Commercial*
Wichita Business College

PREPARATORY SCHOOL FACULTY

1918-1919

MAXIE N. WOODRING.....*Director*

MAYME WHEELER.....*English*
A. B., Williams Wood College
A. B., University of Kansas
A. M., Columbia University, New York

EDITH S. HAMMOND.....*Science*
A. B., University of Oklahoma

JEFFIE YOUNG.....*History*
A. B., University of Texas

MARY R. BELL.....*Mathematics*
A. B., Southwestern College

BERTHA L. WARD.....*Home Economics*
A. B., Mississippi College for Women, I. C. C.

HAZEL FROST.....*Home Economics*
B. S., Oklahoma College for Women

CLYDE HART.....*Commercial*
A. B., Oklahoma College for Women

LILLIAN PENQUITE.....*Languages*
A. B., Oklahoma College for Women

GENEVA MAY.....*Physical Education*
Physical Education Certificate Oklahoma College for Women
Continued work in University of Wisconsin

ELIZA J. RULE.....*Librarian*
Library Training, University of Tennessee and Chautauqua, New York

JAMES BALLEW.....*Bookkeeper*

MRS. CASSIE P. SHAUN.....*Dean Nellie Sparks Hall*

J. T. ELDER.....*Steward*

MRS. J. T. ELDER.....*Matron*

FINE ARTS FACULTY

RUDOLPH RICHTER.....*Piano*
Kullak Conservatory, Berlin, Germany

LOIS BENNETT.....*Assistant Piano*
New England Conservatory

MARGUERITE RICHTER.....*Assistant Piano*
Pupil of Emil Liebling and Arthur Friedheim

ROMOLA DRAKE.....*Assistant Piano*
Kraeger, Forest Park Conservatory

CAROLINE PORTER.....*Voice*
Pupil of L. d'Aubigny and Mme. Jaubert, Paris
Charles W. Clark, Chicago

CARRIE ORMEROD.....*Assistant Voice*
New England Conservatory

FRANCES D. DAVIS.....*Expression*
Graduate Texas Fairmont Seminary

MARY THOMPSON.....*Student Assistant Expression*

NELLIE SHEPHERD.....*Art*
Cincinnati Art Academy
Student in Paris, France, three years

FACULTY COMMITTEES

ADMISSION AND CLASSIFICATION FOR COLLEGE—Edgar Cowan, Misses Lewis, Laird, Isaac E. Mott

ADMISSION AND CLASSIFICATION FOR PREPARATORY SCHOOL—Misses Woodring, Bell, Klinglesmith, Hammond

COLLEGE SCHEDULE—Lula A. Barr, S. Deborah Haines, Jane Hill Miller, Anna Wade O'Neill, Anna K. Banks

PREPARATORY SCHOOL SCHEDULE—Jeffie Young, Mayme Wheeler, Edna B. Maddox, Bertha Ward, Clyde Hart, Irene Shaley

LIBRARY—Misses Rule, Lewis, Laird, Cowan, Woodring

ENTERTAINMENT—Misses Davis, Porter and Mr. Richter

SOCIAL—Misses Davis, Drake, May, Bennett

DECORATION—Misses Shepherd, Ormerod, Thompson

ATHLETICS—Misses Shaley, May, Penquite, Mr. Mott

LITERARY SOCIETIES—Misses Laird, Young, Klinglesmith

RELIGIOUS WORK—Misses Woodring, Haines, Bell, Porter, Hart

Y. W. C. A. ADVISORY BOARD—Edgar Cowan, D. E. Emerson, Misses Lewis, Bell, Rule, Young.

GENERAL INFORMATION

ESTABLISHMENT.

In the organization of the state school system there was a strong feeling that there should be in this state a school exclusively for girls, and by an act of the first legislature the Industrial Institute and College was established. By a special act of the legislature, 1916, the name of the institute was changed to the Oklahoma College for Women. The institution is under the control of the State Board of Education.

Senate Bill No. 249 provided for its location and government in the following manner:

That an Institute and College should be located for female students in the State of Oklahoma, to be located in the same manner as other state institutions; that the purpose of said college should be to give instruction in the English language and the various branches of mathematical, physical, natural and economical sciences, and the technical arts; and that there should be established a sufficient faculty for the teaching of these branches and such arts and sciences as are related thereto; which professorships shall be filled by able and efficient persons, aided by such assistants and instructors as shall from time to time be necessary.

AIM.

The purpose of this institution is to provide for the moral and intellectual advancement of the girls of Oklahoma. No young woman can have a more noble ambition than to become the mistress of a happy home, and this institution has for its prime object the training of the young ladies along these lines that will make them more efficient homemakers. The course is projected along practical lines and when completed any young woman should be able to provide for herself if necessary.

LOCATION AND SITE.

The Oklahoma College for Women is located at Chickasha, Grady county, Oklahoma. Chickasha, Oklahoma, the Queen of the Washita, commands one of the richest valleys in the state, and through the Rock Island, Frisco, and Santa Fe railroads, with their seven diverging lines, is easy of access from any point in the state. The city had a population of 10,330 in the U. S.

census of 1910. It has a well organized system of public schools, and churches representing twelve denominations. Its altitude varies from 1,184 to 1,168 feet.

The college campus, comprising 20 acres, is situated on the highest eminence overlooking the city of Chickasha from the southwest. The administration building is approached by a broad, semi-circular driveway and an eight-foot cement walk. The campus to the southwest of the administration building is used as an athletic field, being laid off into fields for basketball and tennis courts. The city electric railway passes to the west of the campus, making the college easily accessible to the business part of the city.

ADMINISTRATION BUILDING.

This building was ready for occupancy September, 1911. The entire building covers a floor space of 220 by 142 feet and is three stories high. The exterior is of cream pressed brick with gray stone trimmings. This building is fireproof throughout. It contains, besides the offices of administration, a large auditorium with seating capacity of 1,200; a library of 5,000 volumes; a large gymnasium, equipped with modern appliances and provided with shower baths, and large, airy, well-lighted class rooms; cost $100,000.00.

NELLIE SPARKS HALL.

A handsome three-story, fireproof, $100,000.00 dormitory has been constructed for the housing of boarding students. It is equipped with all modern conveniences, such as steam heat, electric lights, baths, parlors, and is the equal, if not the superior of any college dormitory in the state. An experienced matron is in charge of the young ladies.

The culinary department is in charge of an experienced matron, and the very best comforts that the rate of board will allow will be furnished. Table etiquette and diningroom decorum is maintained upon the highest plane, and everything is done to elevate and ennoble the lives of the students that knowledge, experience and a refined and Christian influence can give.

There is an addition being added to Nellie Sparks Hall at this time, and when completed the building will accommodate 220 young women.

CENTRAL HEATING PLANT.

This plant is now under construction and is being built large enough to provide heat sufficient for a college plant twice the present size.

RELIGIOUS INFLUENCES.

To train young womanhood as it should be trained means raising the standard of home and increasing our ideals of citizenship. To take a girl and mold her life into a pure, cultured Christian character is the greatest work of man, and this is the function of the Oklahoma College for Women. The religious atmosphere is good. Chapel service is held each morning. We have a strong Y. W. C. A. under the direction of a general secretary and each girl is required to attend Sunday school and church of her choice.

EXPENSES.

The following table gives a conservative estimate of essential expenses during the year:

Room and board, payable monthly in advance, approximately ..... $18 per month
First month's room and board $23.00

Free transportation on the street car to and from church each Sunday morning is given to each girl in the boarding department during the first semester, and a ticket given to each girl that will entitle her to admission to all lyceum courses during the entire year. Each student not in the boarding department will be charged a fee of $3 on registration for lyceum ticket and other student activities.

Laundry, approximately, per year $25.00
Books and stationery, approximately, per year 15.00

A fee of $3.00 per semester is charged in all home economic courses, and must be paid in advance.

A monthly fee of $1.00 is charged those who use the college pianos for practice purposes. All students are required to practice two hours per day in order to receive credit.

A fee of $1.50 per semester is charged those who use the college typewriters for practice purposes.

A library fee of $1.00 will be charged every student.

No deduction in board will be made for absence of less than two weeks, and then only when absence is necessary. The board must be paid monthly in advance. No deduction made for Christmas vacation.

The service and comforts of the Nellie Sparks Hall are first-class. Because of the uncertain conditions of the market of all food supplies, the State Board of Education reserves the right to increase the board at any time circumstances demand.

Tuition is free. According to Section 12 of the law by which the college was established, all white female citizens of Oklahoma, between the ages of twelve and thirty-five, who are known to possess a good moral character, may be admitted to all the privileges of the institution.

Students who do not live in Oklahoma will be charged the tuition fee of $20 per year. The same rate is charged for each special.

One dollar will be added to each fee that is not paid during the two weeks after the beginning of each semester.

LAW GOVERNING DORMITORY ADMISSION

SENATE BILL No. 205.

Be it enacted by the people of the State of Oklahoma.

SECTION 1. The privilege of rooming in the dormitories now or hereafter located at and constituting part of any educational institution in this state where such dormitories are intended for girls shall belong to the due quota of girls from each county of the state in preference to all others; Provided, that this provision shall not apply as to deny the privilege of the dormitory to girls now enrolled in the institution, occupying dormitory room. The basis of apportionment is hereby fixed at the dormitory capacity existing at the time of such apportionment.

SEC. 2. The right is hereby declared to belong to each county to have a number of girls admitted to such dormitory for girls proportionate to its number of girls, as compared with the whole number in the state, and the total occupants of such dormitory or dormitories at any session shall not exceed the entire allotment for the several counties for such purposes, for such session.

SEC. 3. The apportionment shall be made and announced by the president of the institution annually by the first of June, or as soon thereafter as practicable, but no applicant under fifteen years of age shall be admitted to such dormitory or dormitories. Provided, that in making such apportionment, preference shall be given to girls who are applicants for such dormitory privileges residing in school districts having no high school facilities; and provided, further, in the event any county shall fail to make reservation for its quota of girls by August 1st of any year, the president of the institution may accept applicants from any other county in the state to fill such quota.

Passed by the Senate February 22, 1917.
M. E. Trapp, President of the Senate.
Passed by the House of Representatives March 16, 1917.
Paul Nesbitt, Speaker of the House of Representatives.
Approved this 26th day of March, 1917.
R. L. Williams, Governor of the State of Oklahoma.

HOMES FOR YOUNG LADIES.

There are always a few homes desiring young ladies to assist in light housework, or for the sake of their presence, and students of insufficient means are recommended to these homes. Where service is required it is understood that three hours a day constitute the limit.

GENERAL REGULATIONS.

1. No student will be enrolled who can not furnish evidence of good moral character. Our school is not a reformatory. The discipline will be kind, but firm, and every student is expected to conform loyally to rules and regulations. Every effort will be made to make the home life of the girls attractive and inviting, and all wholesome liberties will be allowed. On the other hand, our students are expected to conform to law and order, and above all, to requirements governing their conduct with reference to social questions. It is the purpose of the state by means of this institution to enlarge and ennoble the home life of its women and those coming to us may look well to these principles.

2. Permission to see friends, for leaves of absence, or visiting must be made to the president, *by the parents,* and not through the medium of the pupil.

3. Every precaution is taken to ward against unnecessary expense on the part of all students. The test of a student's standing in the college is not the amount of money she has; not the amount she spends. The spirit of the student body is for simplicity and economy.

4. Parents are earnestly requested to send money to their daughters through the college, making checks payable to the president. Money sent this way is placed to the credit of the student for whom it is sent and may be drawn by her. Each parent must state in writing the amount of money the daughter is allowed to draw per week.

5. Each girl is required to attend church and Sunday school of her own choice on Sunday morning.

6. Young ladies of the preparatory department will be permitted to entertain their young gentlemen friends twice per month and this must be done in the parlors of the dormitory,

and then only when a written permission is given direct to the president from the parent or guardian. College students may have company more often under same restrictions.

7. A student entering the college for the first time must have filled out and returned to the Committee on Admission, credit blank, which will be furnished by the secretary on request. These credits must be mailed direct to the president from the principal or superintendent within one month after enrollment. After matriculation in the course chosen, the applicant will arrange her program with the Commtitee on Schedule.

8. Registration is required on the appointed days at the beginning of each term. No student will be admitted as a candidate for a degree, diploma or certificate after October fifteenth of the graduation year. The Senior year a minimum of 30 hours work must be taken in residence. Students expecting credit can not enter for a regular course later than November first of the school year in which they expect credit, unless they present credentials assuring the Committee on Admission of their ability to pursue work in which they classified.

9. No college students will be permitted to carry more than eighteen or less than twelve hours per week except by permission of the president. No preparatory student will be permitted to carry more than five and one-fourth units or less than three units except by permission of the president.

10. When a student's course of study has been scheduled she may not change her course, except by permission of the Classification Committee. All courses must be adjusted within three weeks after the date of registration. If for any reason a student's course must be readjusted after this date a fine of one dollar will be charged.

11. Our system of grading is as follows:

A is 95; A+ 95 to 100; A− 90 to 95.
B is 85; B+ 85 to 90; B− 80 to 85.
C is 15; C+ 75 to 80; C− 70 to 75.
D is 65; D+ 65 to 70; D− 65 to 0.

12. There are two written examinations, one at the end of each semester. Students are required to attend the examinations of their classes unless their average class standing is at least A−. A student falling below D loses her right to advance to

higher course. A student who receives a grade of D or D+ is considered conditioned, and is given a second examination. Conditions must be removed before the next semester.

13. When a student wishes to withdraw from college she must see the Classification Committee in order to get a withdrawal card. Unless this form be complied with no credit will be given for any work done during the semester in which she withdraws.

14. No student must absent herself from any exercise of the college without good reason and a written excuse for any absence must be presented to President before re-entering classes.

15. Students leaving at the end of the year before the day scheduled for the close of college activities, without excuse from the President, thereby forfeit credit for all work done during the second semester.

16. Should any girl leave the dormitory at the close of school for the Christmas vacation without filing a written request for her room after Christmas, she will lose her place and the room will be assigned to another.

17. All girls who desire to retain their rooms for the session 1919-1920 must make written application for same before the first day of May, 1919, and this application must be accompanied with a deposit of $5.00, which amount will be deducted from their first month's board in September, 1919.

18. All girls rooming in the dormitory are required to furnish their own bed linen, cover, towels and a small rug 27 inches by 54 inches.

DRESS REGULATION

All students, without exception, are required to conform to the dress regulation which consists of a navy blue wool coat suit and a white or navy blue waist. Plain block sailors must be worn and a limited range of choice will be allowed in the selection in the hat, and it must be trimmed in black only. If a heavy top coat is needed, it should be navy blue.

White waists and skirts or simple white dresses may be worn when the season permits. White shoes and stockings may be worn with the white suits.

For school, students must wear navy blue wool skirts with either plain white waists or middies. The middies must have either white or navy blue collars and cuffs. Only blue ties may be worn. Navy blue dresses may be worn to school during the winter months, also blue wool middies.

Plain black hose of sensible weight and shoes in standard style in black leather shall be worn with the blue suit. No fancy colors or novelty styles will be permitted.

For parties and social events students need not conform to the dress regulations. This does not include public entertainments, such as lyceum lectures, etc.

On Saturday and for dinner in the evening, uniform dress regulations do not apply in the boarding hall.

All students whose homes are in Chickasha, must wear the uniform to and from college and on the college campus.

All students are required to wear the uniform when traveling to and from college.

In addition to the uniform, every girl will be expected to provide herself with the following articles before leaving home:

One pair of rubbers, one rain coat, one umbrella.

It is advisable to have the waists, blue wool skirts for school wear and white skirts made before leaving home.

No coat or sweater other than navy blue will be allowed for any purpose.

The Gymnasium Costume must consist of: Blue gymnasium suit, that must be purchased through the college, black gymnasium shoes and black hose.

STUDENT ORGANIZATIONS

STUDENT GOVERNMENT

The Oklahoma College for Women, believing that sound judgment, self-control, a discernment of right and wrong, and the ability to deal with people, has given to the students a large part of the responsibility of student activities, thus making the character of the student expected, consonant with the government of the college. Every student enrolled in the college is "ipso facto" a member of the student organization which cooperates through its governing board with the college authorities in obtaining the best administration of student affairs and in upholding the highest ideals of the college.

STUDENTS COUNCIL

The governing body of Student Government is the Student Council, composed of thirty girls representing each class in the college. The Council holds before it the purpose of the organization and regulates the conduct of students, to promote self-control, college loyalty and a spirit of unity among all the students; and in every way to preserve student honor.

YOUNG WOMEN'S CHRISTIAN ASSOCIATION

The Young Women's Christian Association is a voluntary organization which has for its purpose the establishment of an ideal student community. It deals with the problems of physical environment, ethical culture, and the individual life problems of the students. It seeks to develop and foster sincere consistent Christ-like characters. It is the chief organization in the college for promoting a true and beautiful college fellowship among all the students of the school. This organization is under the direction of a general secretary.

OGIRITA AND ITHANUA SOCIETIES

All college students are required to be members of one of these societies.

LEAMAN AND UTOPIA SOCIETIES

All Preparatory students are required to become members of one of these societies.

ATHLETIC ASSOCIATION

The purpose of this association is to provide the students with interesting and helpful recreation and opportunities for controlled athletic practice.

Athletics, which consist of basketball, volley ball, baseball and tennis are under the jurisdiction of this organization which in turn is controlled by the faculty committee on athletics. Every student is urged to become a member. A moonlight tramp is held in the fall, a big entertainment at mid-year and a tennis tournament in the spring at which each class in the college and preparatory school are represented. The winner's name and class are engraved on the large loving cup retained at the college from year to year.

MUSIC CLUB

The College Music Club was organized at the opening of the session 1909, and federated with the State Federation of Women's Clubs the following November. It presents regular monthly programs and does much to foster an appreciation of good music among the young women of the college.

ARTIS SODOLITAS

This Club is composed of major art students and was organized to further the interests of students in the knowledge of and appreciation for artists and their paintings.

SCIENCE CLUB

The Science Club was organized in 1917, to stimulate interest in science.

GLEE CLUB

The Glee Club is an organization made up of advanced students of Voice. The study of glees, choruses, etc., is pursued during the year under the direction of the Head of the Voice department. A concert is given each spring.

DRAMATIC ART CLUB

The Dramatic Art Club was organized for the purpose of furthering interest in Modern Drama, and during the season

of 1916-1917 started the "Little Theater" movement presenting a series of matinees of one-act plays.

STUDENT PUBLICATIONS

The Junior Class, publishes *The Argus*, the College Annual each year.

SCHOLARSHIPS, LOAN FUND AND PRIZES

Different organizations in Oklahoma are now maintaining scholarships in the College for Women. The purpose of these scholarships is to aid meritorious students. The fact considered in making an assignment of a scholarship are the needs of a student and her capacity as shown by her work. Scholarships are usually awarded by committees of the organizations maintaining them. Application should be made to the name indicated in each instance.

SANS SOUCI SCHOLARSHIP

Established 1909. Application should be made to:
Anne Wade O'Neil,
Chickasha, Oklahoma.

FIFTH DISTRICT FEDERATED CLUB SCHOLARSHIP

Established 1910. Application should be made to:
Mrs. George McKinnef,
Shawnee, Oklahoma.

UNITED DAUGHTERS OF THE CONFEDERACY SCHOLARSHIP

Established 1911. Application should be made to:
Mrs. W. T. Culbertson,
Kiowa, Oklahoma.

MRS. R. K. WOOTEN SCHOLARSHIP

Established 1914. Application should be made to:
Mrs. R. K. Wooten,
Chickasha, Oklahoma.

THE HOBART CLUB WOMEN'S SCHOLARSHIP

Established 1915. Application should be made to:
Miss Kate Boyles,
Hobart, Oklahoma.

OKLAHOMA BANKER'S ASSOCIATION SCHOLARSHIP, GROUP 1.

Established 1917. Application should be made to:
Wm. H. Donahue,
Chickasha, Oklahoma.

LOAN FUND

The Oklahoma State Federation of Women's Clubs maintains an Educational Loan Fund for the purpose of making loans of one hundred dollars or less to any worthy girl over eighteen years of age, who is working her way through any one of our state educational institutions. These loans are secured by a note payable in two years with four per cent. interest payable at maturity of the note; said note may be extended for two years more, with interest at eight per cent, payable at maturity:

Application for loans from this fund must be made to Mrs. John Threadgill, Chairman Educational Loan Fund Committee, 922 North Robinson Street, Oklahoma City, Oklahoma.

The Sorosis Club of Chickasha, Oklahoma, offers a loan of one hundred dollars each year. Application should be made to:
Mrs. A. B. Cochran,
Chickasha, Oklahoma.

ADMISSION TO THE COLLEGE

General Conditions of Admission

An applicant for admission must be sixteen years of age and give evidence of possessing good health and good moral character. She must be a graduate of some accredited high school. A statement of the work done in high school, signed by the principal, giving detailed information concerning work completed, must be mailed to the President's office before matriculation. Blanks for this purpose will be furnished on application to the President's office. This statement must be sent directly to the President's office, by the principal and not presented by the student in person. Unless a satisfactory statement of work done is mailed into the President's office as stated above, the applicant must take examination on all work claimed for entrance on dates shown in calendar.

Registration

Registration is required on the appointed days at the beginning of each term. No student will be admitted as a candidate for a degree, diploma or certificate after October 15th of the graduation year. The Senior year, a minimum of 30 hours work, must be taken in residence. Students expecting credit cannot enter for a regular course later than November 1st, of the school year in which they expect credit, unless they present credentials assuring the Committee on Admission of their ability to pursue work in which they are classified.

COURSES OF INSTRUCTION IN THE COLLEGE

Degrees

The degree of Bachelor of Arts (A. B.) will be conferred on students who have completed the outlined course of 124 hours with their major selected from one of the following departments:

English, History, Economics and Sociology, Latin, French, Spanish.

The degree of Bachelor of Science (B. S.) will be conferred on students who have completed the outlined course of 124 hours with their major selected from one of the following departments:

Science, Mathematics, Household Science, Household Art.

The degrees of Bachelor of Music (B. M.) will be conferred on students who have completed the outlined course of 124 hours with their major selected from one of the following departments:

Piano, Voice.

DIPLOMAS

Diplomas will be granted in Household Science, Household Art, Expression Art, Piano, Voice, Commercial Science, Physical Education to students who meet the college entrance requirements and complete the outlined diploma course.

IRREGULAR STUDENTS

Students who do not wish to be candidates for a degree, diploma or certificate may enter as irregular students, provided they are eighteen years old. They must elect six (6) hours per semester from the following departments:

English, Science, History, Mathematics, Modern Language, Latin, Education.

Irregular students cannot elect more than two (2) of the following: Piano, Voice, Expression.

They will not be allowed to elect more than eighteen (18) or less than twelve (12) hours per semester.

ADMISSION REQUIREMENTS FOR ALL CANDIDATES FOR DEGREES AND DIPLOMAS

The requirements for admission are stated in terms of units. "A unit represents a year's study in any subject in a secondary school, constituting approximately a quarter of a full year's work." This definition "assumes that the length of the school year is thirty-six to forty weeks, that a period is from forty to sixty minutes in length, that the study is pursued for four or five periods per week. It further assumes that two periods of technical work or laboratory work is equivalent to one period of class-room work.

Candidates for admission should have completed a course of four years in a standard high school or its equivalent, 15 units the subjects required and those from which electives may be selected, together with the number of units in each subject, are as follows:

Required Number of Units 11½

English	3 Units
Algebra	1½ Units
Plane Geometry	1 Unit
Foreign Language	2 Units
History	1 Unit
Natural Science	1 Unit

Candidates for A. B. or B. M. degree or Diploma, Latin 2 units.
Candidates for B. S. or B. M. degree or Diploma, Science 2 units.
Elective units 3½

Total 15

The 3½ elective units must be chosen from the following list:

ACADEMIC SUBJECTS	Units
Fourth Year English	1
Algebra from Quadratics	½
Ancient History	1
Mediaeval History	½
Modern History	½
English History	½ or 1
American History	½ or 1
Civics	½
First Year Latin	1
Caesar	1
Cicero	1
Vergil	1
First Year German	1
Second Year German	1
First Year French	1
Second Year French	1
First Year Spanish	1
Second Year Spanish	1
Physics	1
Chemistry	1
Physical Geography	½ or 1
Botany	½ or 1
Zoology	½ or 1
Physiology	½
Agriculture	½

TECHNICAL SUBJECTS	Units
Not more than three units to be selected.	
Freehand Drawing	½
Domestic Science	½ or 1
Domestic Art	½ or 1
Commercial Law	½
Commercial Geography	½
Commercial Arithmetic	½
Bookkeeping	½
Shorthand and Typewriting	1
Reading	½ or 1
Piano	½ or 1
Voice	½ or 1

Expression, Piano and Voice will not be accepted unless the work has been done in this institution, or in one of equal standing.

ADMISSION OF CONDITIONED STUDENTS

While fifteen (15) units of work are required for full admission to Freshman standing, applicants will be admitted to partial standing for one year only on the presentation of thirteen (13) units. Such students are considered as conditioned and must remove conditions by examination during the Freshman year. The first obligation of the student is to remove all conditions. No student may matriculate for a second year whose entrance units are in any way incomplete.

ADVANCED STANDING

Applicants for advanced standing must mail a full authenticate statement of high school subjects and college studies for which advanced credit is desired. These credits must be mailed

direct from Principal or Superintendent to the President. Such students will be admitted to those classes for which their previous training qualifies them. If at any time the student shows inability to do the work of any class to which she has been admitted, she is assigned to a lower class.

DESCRIPTION OF ADMISSION UNITS TO THE COLLEGE ACADEMIC

The following description of admission units has been adopted from reports of the Carnegie Foundation and of the College Entrance Examination Board:

ENGLISH—Three or Four Units

This comprises instruction in grammar and composition. English grammar should be reviewed in the secondary school; correct spelling and grammatical accuracy should be exacted in connection with all written work during the four years. The principles of English composition governing punctuation, the use of words, paragraphs, and different types of composition should be mastered; practice in composition, oral and written, should extend throughout the four years of the secondary school. Written exercises should comprise narration, description, exposition, and argument. Let the personal experience of the student be the primary source of the subject in written discourse. For other subjects let the student use general knowledge, and studies other than English as well as from her reading in literature.

Literature—

Ability to read with accuracy, intelligence and appreciation, is sought by means of two lists of books, headed, *Reading* and *Study*. In connection with both lists, the student should be trained in reading aloud, and required to commit to memory some of the more notable passages in verse and in prose. As an aid to literary appreciation, she is advised to acquaint herself with the most important facts in the lives of authors, whose works she reads, with their place in literary history.

REQUIREMENTS FOR 1918-1919

A.—*Reading*

The purpose of this course is to foster in the students the habit of intelligent reading and to develop a taste for good

literature. The books should be read carefully, and attention given to the main purpose and charm of the author.

The books provided for reading are arranged in the following groups from each of which two books are to be selected, except as otherwise provided under Group I:

GROUP I.—CLASSICS IN TRANSLATION

The Old Testament, comprising narrative episodes in Genesis, Exodus, Joshua, Judges, Samuel, Kings, Daniel and the books of Ruth and Esther.

Homer—Odyssey, with the omission, if desired, of Books I, II, III, IV, V, XVI, XVII.

Homer—Iliad, with the omission, if desired, of Books XI, XIII, XIV, XVII, XXI.

Vergil, Aeneid. The Odyssey, Iliad, and Aeneid should be read in English translations of recognized literary excellence.

(For any unit of Group I, a unit from any other group may be selected).

GROUP II.—SHAKESPEARE

Midsummer Night's Dream.
Merchant of Venice.
As You Like It.
Twelfth Night.
The Tempest.
Romeo and Juliet.
King John.
Richard II.
Richard III.
Henry V.
Coriolanus.
Julius Caesar.
Macbeth.
Hamlet.

GROUP III.—PROSE FICTION

Malory: Morte d' Arthur. (100 pages).
Bunyan: Pilgrim's Progress, Part I.
Swift: Gulliver's Travels.
DeFoe: Robinson Crusoe, Part I.
Goldsmith: Vicar of Wakefield.
Frances Burney: Evelina.
Scott's Novels: Any one.
Jane Austin's Novels: Any one.
Maria Edgeworth: Castle Rackrent, or the Absentee.
Dickens' Novels: Any one.
Thackeray's Novels: Any one.
George Eliot's Novels: Any one.

Mrs. Gaskell: Cranford.
Kingsley: Westward Ho! or Hereward the Wake.
Reade: The Cloister and the Hearth.
Blackmore: Lorna Doone.
Hughes: Tom Brown's Schooldays.
Stevenson: Any one of the novels which is out of copyright.
Cooper's Novels: Any one.
Poe: Selected Tales.
Hawthorne: Any one of the novels which is out of copyright.
A collection of short stories by various standard writers.

GROUP IV.—ESSAYS, BIOGRAPHY, ETC.

Addison and Steele: The Sir Roger de Coverly Papers, or Selections from The Tattler and The Spectator. (200 pages.)
Boswell: Selections from the Life of Johnson. (200 pages).
Franklin: Autobiography.
Irving: Selections from the Sketch Book. (200 pages).
Lockhart: Selections from the Life of Scott. (200 pages).
Thackeray: Lectures on Swift, Addison and Steele in the English Humorists.
Macaulay: One of the following essays—Lord Clive, Warren Hastings, Milton, Addison, Goldsmith, Frederic the Great, Madame D'Arblay.
Trevelyan: Selections from Life of Macaulay. (200 pages)
Ruskin: Sesame and Lilies.
Southey: Life of Nelson.
Lamb: Selections from the Essays of Elia. (200 pages).
Dana: Two Years Before the Mast.
Lincoln: Selections.
Parkman: The Oregon Trail.
Thoreau: Walden.
Lowell: Selected Essays. (150 pages).
Holmes: The Autocrat of the Breakfast Table.
Stevenson: Inland Voyage and Travels with a Donkey.
Huxley: Autobiography and Selections from Lay Sermons, including the addresses on Improving Natural Knowledge, A Liberal Education, and A Piece of Chalk.
A collection of Essays, by Bacon, Lamb, DeQuincey, Hazlitt, Emerson, and late writers.
A collection of Letters by various standard writers.

GROUP V.—POETRY

Palgrave's Golden Treasury (First Series): Book II and III.

Palgrave's Golden Treasury (First Series): Book IV.

Goldsmith: The Traveler and The Deserted Village.

Pope: The Rape of the Lock.

A collection of English and Scottish Ballads.

Coleridge: The Ancient Mariner, Christabel and Kubla Khan.

Byron: Childe Harold, Canto III, or Canto IV, and Prisoner of Chillon.

Scott: The Lady of the Lake, or Marmion.

Macaulay: The Lays of Ancient Rome, The Battle of Nasby, The Armada, Ivry.

Tennyson: The Princess or Gareth and Lynette, Lancelot and Elaine, and The Passing of Arthur.

Browning: Selected Poems.

Arnold: Sohrab and Rustum, and The Forsaken Merman.

Selections from American Poetry.

B.—*Study*

This part of the requirement is intended as a natural and logical continuation of the student's earlier reading, with greater stress laid upon the form and styles the exact meaning of words and phrases, and the understanding of allusions. The books provided for study are arranged in four groups, from each of which one selection is to be made.

GROUP I.—DRAMA

Shakespeare: Julius Caesar, Macbeth, Hamlet.

GROUP II.—POETRY

Milton: L'Allegro, Il Penseroso, and either Comus or Lycidas.

Tennyson: The Coming of Arthur, The Holy Grail, and the Passing of Arthur.

The selections from Wordsworth, Keats, and Shelley in Book IV of Palgrave's Golden Treasury (First Series).

GROUP III.—ORATORY

Burke: Speech on Conciliation with America.

Macaulay's Speech on Copyright, and Lincoln's Speech at Cooper Union.

Washington's Farewell Address, and Webster's First Bunker Hill Oration.

GROUP IV.—ESSAYS

Carlyle: Essays on Burns, with selections from Burns' poems.

Macaulay: Life of Johnson.

Emerson: Essay on Manners.

HISTORY

A. *Greek History*—One-half Unit.

The history of Greece from the earliest times to the fall of Corinth (146 B. C.), preceded by a survey of ancient Oriental history.

B. *Roman History*—One-half Unit.

The history of Rome from the earliest times to the death of Constantine (337 A. D.)

Special emphasis is given to the Republic of the first century (B. C.) and the history of the Empire.

C. *Medieval History*—One-half Unit.

This work should begin with a study of the institutions of the Roman Empire under Diocletian and Constantine, and should close with the discovery of America by Columbus.

D. *Modern History*—One-half Unit.

This work should begin with the discovery of America by Columbus, and be a survey of general European history to the present time.

E. *English History*—One-half Unit, or one Unit.

A study of the development of the English people. Topical study and the use of several texts is recommended.

F. *American History*—One-half or One Unit.

A study of the characteristics of the earliest inhabitants of the American continent, early settlements, the making of the nation and United States history.

G. *Civics*—One-half Unit.

Credit will be given for such knowledge of this subject as is indicated by any standard text. The student should be accustomed to work by topics.

LATIN.

A. *Grammar, Composition and Reading*—One Unit.

Inflections, rules for composition and derivation of words, syntax, sentence structure, translations from Latin to English, and from English to Latin.

B. *Caesar*—One Unit.

Any four books of the Gallic war, preferably the first four. Prose composition and slight translation.

C. *Cicero*—One Unit.

Any six orations, preferably the following: The four orations against Catiline, Archias, and the Manilian Law. Prose composition and slight translation.

D. *Vergil*—One Unit.

The first six books of the Aeneid, versification in general and dactylic hexameter. Prose composition and slight translation.

GERMAN.

A. *Grammar, Composition and Reading*—One Unit.

Drill in pronunciation, rudiments of grammar, memorizing and frequent repetition of easy colloquial sentences, abundant easy exercises designed not only to fix in mind the principles of grammar, but also to cultivate readiness in the reproduction of the natural forms of expression, the reading of seventy-five to one hundred pages of easy text, translating into German easy sentences selected from reading lessons.

B. *Grammar, Composition and Reading*—One Unit.

Review in grammar, practice in pronunciation, dictation, memorizing, prose composition, translation at sight of easy prose and poetry, reading of one hundred fifty to two hundred pages of literature.

FRENCH.

A. *Grammar and Composition*—One Unit.

Drill in pronunciation, rudiments of grammar, memorizing and frequent repetition drill of easy colloquial sentences, abun-

dant easy exercises designed not only to fix in mind the principles of grammar but also to cultivate readiness in the reproduction of the natural forms of expression, the reading of one hundred fifty to one hundred seventy-five pages of easy text, translating easy sentences into French.

B. *Grammar, Composition and Reading*—One Unit.

Review in grammar, practice in pronunciation, dictation, memorizing, prose composition, translation at sight of easy prose and poetry, reading of two hundred fifty to four hundred pages of literature.

SPANISH.

A. *Grammar and Composition*—One Unit.

Elementary grammar; drill in pronunciation and elements of language. Oral and written exercises from Spanish to English and from English to Spanish. Memorizing and dictation. The reading of one hundred twenty-five pages of easy Spanish and LeSage's Gil Blas (translation of Padre Isla).

B. *Grammar, Composition and Reading*—One Unit.

Grammar of the Spanish Academy. Advanced oral and written composition, grammar and conversation. Reading from representative texts.

MATHEMATICS.

A. *Algebra*—One and one-half Units.

1. To Quadratics—One Unit.

Special attention should be given to factoring, the solution of equations (numeral and literal), the algebraic statement of problems, theory of exponents, and the simplification of radicals.

2. Quadratics, Binominal theorem and Progressions—One-half Unit.

A review of (1) ratio, proportion, theory of exponents, binominal theorem, progressions and logarithms.

B. *Plane Geometry*—One Unit.

The usual theorems and constructions of good textbooks, including the general properties of plane rectilinear figures; the circle and the measurements of angles; similar polygons; areas; regular polygons and the measurement of the circle. Application to the mensuration of lines and plane surfaces.

SCIENCE.

A. *Physics*—One Unit.

Work in this should be conducted upon the plan of combined laboratory, lecture demonstration and class periods. The laboratory work should consist of at least twenty experiments in sound and mechanics, and twenty in heat, light and electricity. Candidates must submit laboratory notebooks properly certified. These should contain a brief account, in the pupil's own language, of the work, step by step, as she actually did it.

B. *Chemistry*—One Unit.

Preparation in chemistry should include a separate manual of laboratory directions containing as little as possible besides working suggestions. At least forty experiments from a group of sixty or more should be made. Three periods a week should be devoted to lecture and recitation work, and, in addition to this, at least two double laboratory periods a week must be spent by students in actual laboratory work. The candidate must submit a laboratory notebook properly certified.

C. *Botany*—One half or One Unit.

A knowledge of anatomy and morphology, physiology, ecology, the natural history of the plant, groups, and classifications is required. At least half of the time should be devoted to individual laboratory work, and the remainder to recitations and discussions. Accurate drawings with careful notes and clear descriptions and an herbarium of fifty plants should be presented. All must be properly certified.

D. *Zoology*—One-half or One Unit.

A one-half year course should cover the study of the classifications, general structure and the life histories of types from at lease five groups of animals. As far as practicable, structure and functions should be studied together.

A notebook with careful outline drawings of the chief structures studied anatomically, general natural history, with notes on demonstrations and explanations of drawings should be submitted, properly certified.

E. *Physiology*—One-half Unit.

The emphasis should be upon the mechanism of the phenomena of life and the functions of the various organs of the human body. A notebook properly certified must be submitted, with careful outline drawings of the chief structures studied

anatomically with explanations of the drawings. No credit is given for work done before the first year of the Secondary School.

F. *Physical Geography*—One-half or One Unit.

Preparation for this should include a study of the physical forces of the earth, the simple facts and principles in mathematical geography, general facts concerning temperature and precipitation, with a study of physiographic forms, and earth sculpture. Two-fifths of the time should be spent in laboratory work. Notebooks and laboratory records must be submitted.

G. *Agriculture*—One-half Unit.

General principles of production and marketing of crops; stock breeding.

TECHNICAL ARTS

COMMERCIAL ARTS.

A. *Elementary Bookkeeping*—One-half Unit.

A good clear business handwriting. Definitions of double-entry terms, with rules for debit and credit, kinds and uses of books; conduct of a set, including the journal, cashbook, sales-book, ledger, checkbook, bank passbook and trial balance book; closing of books. Single entry set; changing from single entry to double entry.

B. *Business Law*—One-half Unit.

Legal principles governing business relations. Text book supplemented by some study of cases, discussions, and practice in drawing legal papers.

C. *Stenography and Typewriting*—One Unit.

The "touch" method is strongly recommended, accuracy and speed in taking dictation and transcribing notes. Equally essential are correct spelling, capitalization, punctuation and paragraphing.

No credit is given unless the student has a speed of seventy-five words per minute in dictation, and twenty-five words per minute on the machine. Care of machine and methods of copying, manifolding and filing papers.

No credit is given for either shorthand or typewriting, if taken separately.

D. *Commercial Geography*—One-half Unit.

The effect of the physical factor; the influence of race, religion, education and commercial politics in commerce. The effect of economic forces on production and commerce. Means of transportation and communication. Textbook supplemented by map work and assigned readings.

E. *Commercial Arithmetic*—One-half Unit.

Rapid calculation, short methods and principles.

HOUSEHOLD ARTS.

A. *Plain Sewing*—One-half Unit.

Every exercise in sewing should illustrate an important principle or process, or a simple combination of such principles and processes. Hand sewing and sewing machine work must be equally insisted upon. (*a*) The various stitches and their special

uses; (*b*) hand sewing, fundamental processes; (*c*) the use and care of sewing machines and their attachments; (*d*) the nature and special uses of cotton, linen, and woolen goods; (*e*) the drafting of patterns, use and cutting out; (*f*) taking measurements and making of simple garments.

B. *Sewing and Millinery*—One-half Unit.

Making of shirt waists, wash dresses and similar garments.

Millinery: Study of materials for hats; making, altering and covering hat frames. The planning, making and trimming of seasonable hats of appropriate material. Economy and good taste in dress.

HOUSEHOLD SCIENCE.

A. *Cooking*—One-half Unit.

Food classified and tested for food-principles. Study of heat upon foods, alone and in combination with and without water and other liquids; experiments with leavening agents, and their uses shown in actual cooking. Bread-making, the theory and practice of canning and preserving fruits, vegetables and meats. Planning, cooking and serving meats. Waiting on table.

B. *Home Management and Sanitation*—One-half Unit.

Cost of food; market price; the cost of meals. Household accounts. The family dietary; the planning, weighing and cooking of apportioned meals. Diets for infants, invalids and convalescents.

Sanitation: Selection of site, house-planning; heating, lighting and ventilating. Water supply; disposal of waste, furnishing and decorating; cleaning processes, including laundry work.

DRAWING.

A. *Drawing*—One-half Unit.

Free hand drawing of simple geometrical plane and solid figures, and simple pieces of machinery, with a fair knowledge of the rules of perspective and light and shade as applied in free handsketching. The candidate should be able to reproduce from a flat copy with enlargement or reduction of size.

Every candidate must present at the time of admission a set of free hand drawings, 20 in number, executed during a course in a preparatory school. These drawings should display proficiency of student and must be properly certified by the teacher, and the endorsement must, in effect, be as follows:

I certify that the accompanying drawings were actually executed by....., during the year 19....., while under systematic instruction in drawing in..... .....school.

.....

Instructor in Drawing.

MUSIC.

Credit will be given only for work done in this college or one of equal standing.

Piano—One-half or One Unit.

See college course of study, Music 7 and 8.

Voice—One-half or One Unit.

See college course of study, Music 17 and 18.

EXPRESSION.

Credit will be given only for work done in this college or one of equal standing.

Reading—One-half or One Unit.

See college course of study, Expression A and B.

ACCREDITED SCHOOLS.

Any credit made in an affiliated school will receive full recognition in this institution.

AFFILIATION.

The equipment, income and faculty qualifications of the Oklahoma College for Women meet the requirements for affiliation with the North Central Association of Colleges and Universities.

REQUIREMENTS FOR GRADUATION.

To obtain the recommendation of the faculty for the Bachelor's degree a student must obtain 124 hours' credit. An hour's credit represents the satisfactory completion of one hour period a week of regular classroom work for one semester. In laboratory work, drawing, some phases of technical work, two or more hours' attendance is necessary to obtain one hour's credit.

BACHELOR OF ARTS (A. B.) AND BACHELOR OF SCIENCE (B. S.)
ALL STUDENTS ARE REQUIRED TO COMPLETE THE FOLLOWING:

English 1	8 hours
Science 1	8 hours
Ancient Language Modern Language Mathematics	8 hours
Household Science and Art 1	8 hours
History 1	6 hours
Psychology 1	8 hours
Physical Education 3 (Hygiene)	4 hours
Household Art 4b (Grad. Dress)	2 hours
Ancient Langnage Modern Language (If language is elected in the Freshman years)	8 hours
Total	60 hours

PLAN OF CURRICULA.

Required hours	60	
Major hours	30	To be selected from one department
Minor hours	20	To be selected from other departments by Major Professor
Free elective	14	To be selected from any other departments
Total	124	
As above		Required for graduation

PLAN OF CURRICULA BY YEARS.

The following to be completed for Junior standing:

English 1	8 hours
Science 1 (Chemistry)	8 hours
Ancient Lang. Modern Lang.	16 hours
or	
Mathematics	8 hours
Psychology	8 hours
History 1	6 hours
Household S. and A1 (Sophomore)	8 hours
Physical Ed. 3	4 hours
Major (Sophomore)	6 hours
Total	64 hours

JUNIOR	
Major Elective	12 hours
Minor Elective	12 hours
Free Elective	6 hours
Total	30 hours

SENIOR	
Major Elective	12 hours
Minor Elective	8 hours
Free Elective	8 hours
H. Art. 4b (Grad. Dress)	2 hours
Total	30 hours

Physical Education 1 required of all Freshmen—No credit.
Physical Education 2 required of all Sophomores—No credit.

BACHELOR OF MUSIC (B. M.)

Piano—Plan of curricula.

Required Academic Hours	48
Major Hours	44
Minor Hours	32
Total	124

Plan of curricula by years:
(See course of study in Piano.)

Voice—Plan of curricula.

Required Academic Hours	58
Major Hours	28
Minor Hours	22
Free Elective Hours	16
Total	124

Plan of curricula by years:
(See course of study for Voice.)

SCHEDULE.

No student will be permitted to carry more than eighteen or less than twelve hours per week except by permission of the president.

After classification in the course chosen, the applicant will arrange her program with the Committee on Schedule.

When a student's course of study has been scheduled she may not change her course except by permission of the Classification Committee. All courses must be adjusted within three weeks after the date of registration. If for any reason the student's course must be readjusted after this date a fine of one dollar will be charged.

CREDIT.

There are two written examinations; one at the end of each semester. Students are required to attend the examinations of their classes unless their average class standing is at least A—. A student falling below D— does not receive credit in the course. A student who receives a grade of D or D+ is considered conditioned and is given a second examination. Conditions must be removed before the next semester.

Students expecting credit cannot enter for a regular course later than November 1 of the school year in which they expect credit, unless they present credentials assuring the Committee on Admission of their ability to pursue work for which they are classified. When a student wishes to withdraw from college she must see the Classification Committee in order to get a withdrawal card. Unless this form be complied with no credit will be given for any work done during the semester in which she withdraws. Students leaving at the end of the year before the day scheduled for the close of college activities, without excuse from the president, thereby forfeit credit for all work done during the second semester.

DEPARTMENT OF TECHNICAL ARTS

HOUSEHOLD ECONOMICS

ANNA K. BANKS S. DEBORAH HAINES
HAZEL FROST BERTHA L. WARD

Since seventy per cent of the money spent each year for food, shelter and clothing is spent by women, and since the health, efficiency and happiness are dependent on the housekeeper, it is imperative that they be trained to perform their duties intelligently and effectively. This our Household Economics Department endeavors to do.

REGULATIONS GOVERNING THE CERTIFICATION OF GRADUATES.

"(1) Those receiving degrees in the Household Economics Department of the Oklahoma College for Women, whose work includes one year in Psychology and twelve credit hours in Education, will be granted a High School State Certificate in Household Economics valid for five years. The twelve credits in Education must include two hundred sixteen actual hours of practice teaching and observation, at least one-fourth of which must be practice teaching. At the expiration of this certificate upon furnishing satisfactory evidence of having taught successfully at least three years out of the five, the holder will be granted a State Life Certificate in Household Economics. If for any reason the holder of this certificate is not engaged in educational work for a period of five years or more, the certificate is thereby rendered null and void.

"(2) Graduates of the two-year course for teachers will be granted a High School State Certificate in Household Economics valid for two years. At the expiration of this certificate, the holder will be granted one other certificate of the same rank providing she has done at least one additional year's work of study in Household Economics in some standard college or university before making application for the second certificate and providing the holder has furnished satisfactory evidence of having taught successfully at least one year out of the two."

COURSES OFFERED.

Three courses are offered in the department and are planned to fit the needs of four classes of students:

(1) Those who desire a thorough preparation for teaching Household Economics in high school.

(2) Those who desire a broad knowledge of Household Economics for use in the home.

(3) Those who desire to teach Household Economics and cannot remain for the four-year course.

(4) Those who wish to become more efficient for home service and cannot remain the four years.

To the first two classes the following course is offered:

(1) A four-year course leading to the degree of Bachelor of Science in Household Economics.

To the third class the following course is offered:

(2) A two-year teacher's course on the completion of which one is granted a two-year High School State certificate.

To the fourth class the following course is offered:

(3) A two-year course leading to a home-maker's certificate.

Prerequisite. For any of the three courses the applicant must be a graduate of an accredited high school. One of the units offered must be Chemistry. Opportunity is allowed the applicant to take this, if she is deficient. The work for such students will be somewhat heavier than the regular course for the first year.

Apportionment of Courses. The work of the course is divided between the Household Science and the Household Art departments. The English, Fine Art, Language, and the allied sciences are offered in the respective departments of the colloge, and the descriptions of such courses will be found under the various departments. In the degree courses, the technical subjects, and academic subjects are almost equally proportioned so as to give broad training. The four-year course divides at the beginning of the senior year, giving the student a chance to specialize either in Household Science or in Household Art.

Household Economics may be elected as a major in the Sophomore year.

B. S. HOUSEHOLD ECONOMICS AS MAJOR.

Candidates for the degree of Bachelor of Science with home economics as major must offer one unit of household economics

on entrance and are required to complete the following course of studies to make 124 hours.

COURSE OF STUDIES.

SPECIALIZING IN HOUSEHOLD SCIENCE.

Required Academic Group 58 hours

English 1 (8 hours); Science 1 (8 hours); Modern Language (16 hours); Physical Education 5 (4 hours); Household Art 4 b (2 hours); Science 3 (6 hours); Science 4a (3 hours); Biol. Science 4a (3 hours); Science 5b (2 hours); Household Accounting 1b (2 hours); Science 2 (6 hours); Physical Education 1 and 2.

Major Group 36 hours

Household Art and Science 1 (8 hours); Household Science 2 (8 hours); Household Science 3 (8 hours); Household Science 4 (8 hours); Household Economics 6 (4 hours).

Minor Group 17 hours

Household Art 2 (6 hours); Household Art 3 (4 hours); Fine Art 9 (2 hours); Fine Art 10 (2 hours); Fine Art 11 (3 hours).

Free Elective Group 11 hours

This group is especially arranged for electives in the Fine Arts, but if a student does not wish to elect a Fine Art she may select courses from other departments.

Total 124 hours

COURSE FOR STUDENTS SPECIALIZING IN HOUSEHOLD ART.

Required Academic Group 52 hours

English 1 (8 hours); Science 1 (8 hours); Modern Language (16 hours); Physical Education 5 (4 hours); Science 3 (6 hours); Science 4a (3 hours); Biol. Science 4a (3 hours); Science 5b (2 hours); Household Accounting (2 hours); Physical Education 1 and 2 (no credit).

Major Group 30 hours

Household Art and Science 1 (8 hours); Household Art 2 (6 hours); Household Art 3 (4 hours); Household Art 4 (4

hours); Household Economics 6 (4 hours); Household Art 7 (4 hours).

Minor Group 26 hours

Household Science 2 (8 hours); Household Science 3 (8 hours); Fine Art 9 (2 hours); Fine Art 10 (2 hours); Fine Art 11 (3 hours); Fine Art 12 (3 hours).

Free Elective Group. 16 hours

This group is especially arranged for electives in the Fine Arts, but if a student does not wish to elect a Fine Art she may select courses from other departments.

Total 124 hours

PLAN OF COURSE OF STUDY BY YEARS.

WITH HOUSEHOLD ECONOMICS AS MAJOR.

(The first number in parenthesis designates the number of recitation periods per week; the second, the number of laboratory hours; the third, the number of credit hours.)

Freshman (First semester) 17 hours

English 1a (4-0-4); Science 1a (2-6-4); Household Science and Art 1a (2-8-4); *Modern Language (4-0-4); Fint Art 9a (0-3-1); Physical Education 1a.

Freshman (Second semester) 17 hours

English 1b (4-0-4); Science 1b (2-6-4); Household Science and Art 1b (2-8-4); *Modern Language (4-0-4); Fine Art 9b (0-3-1); Physical Education 1b.

Sophomore (First semester) 18 hours

Science 3a (2-3-3); Household Science 2a (2-6-4); Household Art 2a (0-6-2); Household Art 2c (2-0-2); *Modern Language (4-0-4); Fine Art 10a (0-3-1); Physical Education 5a (2-0-2).

Sophomore (Second semester) 16 hours

Science 3b (2-3-3); Household Science 2b (2-6-4); Household Art 2b (0-6-2); *Modern Language (4-0-4); Fine Art 10b (0-3-1); Physical Education 5b (2-0-2).

Junior (First semester) 16 hours

Science 4a (1-6-3); Household Science 3a (2-6-4); Household Art 3a (0-6-2); Biol. Science 4a (3-0-3); Fine Art 11a (0-3-1); Elective 3 hours.

Junior (Second semester) 15 hours

Household Accounting 1b (2-0-2); Household Science 3b (2-4-3); Household Science 3d (2-2-1); Household Art 3b (0-6-2); Science 5b (2-0-2); Fine Art 11b (0-3-1); Fine Art 11d (0-3-1); Elective 3 hours.

FOR STUDENTS SPECIALIZING IN HOUSEHOLD SCIENCE.

Senior (First semester) 12 hours

Household Science 4a (2-6-4); Household Economics 6a (2-0-2); Science 2a (2-3-3); Elective 3 hours.

Senior (Second semester) 13 hours

Household Science 4b (2-6-4); Household Art 4b (0-6-2); Household Economics 6b (2-0-2); Science 2b (2-3-3); Elective 2 hours.

*To count for credit, the same modern language, elected in the freshman year must be continued through the sophomore year.

Physical Education 1 required of all Freshman. No credit.

Physical Education 2 required of all Sophomores. No credit.

FOR STUDENTS SPECIALIZING IN HOUSEHOLD ART.

Senior (First semester) 13 hours

Household Art 4a (0-6-2); Household Economics 6a (2-0-2); Household Art 7a (0-6-2); Fine Art 12a (0-6-2); Elective 5 hours.

Senior (Second semester) 12 hours

Household Art 4b (0-6-2); Household Economics 6b (2-0-2); Household Art 7b (0-6-2); Fine Art 12b (0-3-1); Elective 5 hours.

NOTE.—A candidate for the five-year State Certificate, in addition to the degree, must elect psychology in the junior year, and Household Science and Art 5 in the senior year.

*DIPLOMA.

TWO-YEAR COURSE HOUSEHOLD ECONOMICS.

PLAN OF COURSE OF STUDY BY YEARS.

Freshman (First semester) 16 hours

English 1a (4-0-4); Science 1a (2-6-4); Household Science and Art 1a (2-8-4); Psychology 1a (3-0-3); Fine Art 9a (0-3-1).

Freshman (Second semester) 16 hours

English 1b (4-0-4); Science 1b (2-6-4); Household Science and Art 1b (2-8-4); Psychology 1b (3-0-3); Fine Art 9b (0-3-1).

Sophomore (First semester) 17 hours

Household Science 2a (2-6-4); Household Art 2a (0-6-2); Household Art 2c (2-0-2); Physical Education 5a (2-0-2); Household Economics 6a (2-0-2); Household Science 5c (1-0-1); Fine Art 10a (0-3-1); Biol. Science 4a (3-0-3).

Sophomore (Second semester) 16 hours

Household Science 2b (2-6-4); Household Art 2b (0-6-2); Household Art 3b (0-6-2); Physical Education 5b (2-0-2); Household Economics 6b (2-0-2); Household Art 5d (1-0-1); Fine Art 10b (0-3-1); Science 5b (2-0-2).

Total 65 hours

*Students completing the diploma course will be given certificate to teach Household Economics in the public schools of Oklahoma for two years.

HOUSEHOLD ECONOMICS

S. DEBORAH HAINES BERTHA L. WARD

DESCRIPTION OF COURSES.

HOUSEHOLD SCIENCE 1. *Foods and Home Training.*

This course is given a working knowledge of the representative types of food with regard to composition, method of preparation, economics, nutritive and fuel value. Simple meals are served. The course endeavors to touch on a large number of the problems of the home-maker, such as buying, methods of cleaning, systematic regulation of work, care of the sick, care of babies and children, general sanitation and the obligations of the home to the community. Freshman. Required of all candidates for A. B. and B. S. degrees. Prerequisite to all other courses in household science. Recitation, two periods; laboratory, two double periods throughout the year. No credit given unless taken in connection with Household Art 1. Prerequisite: Chemistry 1 unit and Household Science and Art 1 unit.

First and second semester. Household Science and Art 1,

Credit 8 hours

HOUSEHOLD SCIENCE 2a. *Foods and Cookery.*

An intensive study of food preparation on a chemical basis. This course consists in experimentation in regard to composition of foods and practical application of the results obtained. Sophomore. Required of all candidates for degrees in Household Economics and of candidates for certificates in the Home-Makers' course. Prerequisite: Household Science 1, Science 1. Recitation, two periods; laboratory, three double hours.

First semester. Credit 4 hours

HOUSEHOLD SCIENCE 2b. *Advanced Foods and Cookery.*

The more elaborate processes receive attention in this course. Directly preparatory to Household Science 3a. Sophomore. Prerequisite: Household Science 2a. Required of all students enrolled in the four-year course, the two-year course or the Home-Makers' course. Recitation, two periods; laboratory, 3 double periods.

Second semester. Credit 4 hours

HOUSEHOLD SCIENCE 3a. *Marketing and Meal Preparation.*

Marketing and planning of balanced meals from the simple to the elaborate, with the preparation and serving of them. The student is limited in the amount expended. The class is divided into small groups for the work and each girl gets practice acting as cook, waitress and hostess. Etiquette of the table is emphasized. Junior. Required of all candidates for degrees in Household Economics, and of candidates for certificates in the Home-Makers' course. Prerequisite: Household Science 2b. Recitation one period; laboratory, four double periods.

First semester. Credit 4 hours

HOUSEHOLD SCIENCE 3b. *Catering and Lunch Room Service.*

The practical work of this course will include the preparation and serving of refreshments for small functions, and the preparation and serving of school lunches at a minimum cost. The principles and problems involved in quantity cooking will be considered. Junior. Prerequisite: Household Science 3a. Recitation, two periods; laboratory, two double periods.

First semester. With Household Science 3d. Credit 4 hours

HOUSEHOLD SCIENCE 3d. *Demonstrations.*

The principles involved in successful demonstration will be studied. Practice and observation work will be given in commercial and educational demonstrating. Junior. Prerequisite: Household Science 3a.

Second semester. With Household Science 3b. Credit 4 hours

HOUSEHOLD SCIENCE 4a. *Dietetics* 1.

A study of food requirements of the body varying conditions of age, health and activity. Balanced rations are worked out according to various dietary standards. The amounts computed are weighed out and prepared as meals. The question of school lunch and infant feeding are included. Senior. Required of all candidates for degrees in Household Economics, specializing in Household Science. Prerequisite: Household Science 3b. Recitation, two periods; laboratory, three double periods.

First semester. Credit 4 hours

HOUSEHOLD SCIENCE 4b. *Dietetics* 2.

A continuation of Dietetics 1 with special attention to the feeding of babies and therapeutic cookery. A brief survey of

the common diseases is made to establish a connection between the nature of the disease and its dietetic treatment. Foods designed for patients with specific ailments are prepared and served. Senior. Required of all candidates for degrees in Household Economics, specializing in Household Science. Elective for Household Art B. S. candidates. Prerequisite: Household Science 4a. Recitation, two periods; laboratory, three double periods.

Second semester. Credit 4 hours

HOUSEHOLD SCIENCE 5a. *Household Science Education.*

Organization of courses of study, planning of lessons, purchasing of equipment, planning of laboratories, and the application of psychological principles of the teaching of Household Science. Senior. Required of all Household Science students in the four-year course who expect to teach. Prerequisite: The first three years of the Household Economics course. Recitation and lecture, two periods; observation, three periods.

First semester. Credit 3 hours

HOUSEHOLD SCIENCE 5b. *Household Science Education.*

A continuation of 5a. Practice teaching, observation, and discussions. Senior. Recitation and lecture, one hour; practice teaching and observation, three double periods.

Second semester. Credit 3 hours

(Household Science 5a and b with Household Art 5a and b include 216 actual hours of practice teaching and observation work, of which at least 48 hours must be in practice teaching.)

HOUSEHOLD SCIENCE 5c. *Household Science Education.*

This course will deal with the same problems dealt with in Household Science 5a and b, but in a briefer way. Sophomore. Required of all students in the two-year course. Lecture and recitation, one period.

First semester. Credit 1 hour

HOUSEHOLD ECONOMICS 6a. *Home Management.*

House sanitation, dealing with problems of water supply, heating, plumbing and lighting systems, ventilation and garbage disposal. Conveniences, economy of space, income as determining types of household, the budget and its apportionment. Aplication of principles of scientific management to household.

Household Economics 6d is a continuation of this course and offered in Household Art Department. Senior. Recitation and lecture, two hours.

First semester. Credit 2 hours

HOUSEHOLD SCIENCE 6a. *History of Home Economics and Home Economics Literature.*

This deals with the development of education for women and its effect on Home Economics education. A survey is made of the authoritative material on Home Economics. Elective in the junior year. Lecture and recitation, two periods.

First semester. Credit 2 hours

HOUSEHOLD SCIENCE 6b. *Emergencies and Home Nursing.*

This course is a study of the furnishing and care of the sick room, the giving of baths, the administration of medicine, recording of symptoms, and the intelligent use of antiseptics and disinfectants. Junior. Required of all candidates for certification in Home-Makers' course. Recitation, three periods.

Second semester. Credit 3 hours

HOUSEHOLD SCIENCE 7a. *Advanced Cookery.*

This course applies knowledge gained in Household Science 1, 2, and 3 to elaborate dishes and gives practice to further develop skill in manipulation. Elective, senior year. Prerequisite: Household Science 1, 2 ,and 3. Recitation, one period; laboratory, two double periods.

First semester. Credit 2 hours

HOUSEHOLD SCIENCE 7b. *Lunch and Tearoom Service.*

The principles of cookery are applied to the preparation of foods adapted to lunch and tearoom service. A tearoom will be carried on in the dining room of the department. This course with 7a is offered as elective work, which with Household Science 3b will prove especially helpful to those expecting to use their training in commercial purposes. Elective, senior year. Prerequisites: Household Science 7a. Recitation, two periods; laboratory, three double periods.

Second semester. Credit 4 hours

HOUSEHOLD ART

ANNA K. BANKS HAZEL FROST

This department reserves the right to keep work done in class for one year to be used for exhibit by the school. All graduates of the college are required to make their graduation dresses.

DESCRIPTION OF COURSES.

HOUSEHOLD ART 1a and b. *Practical Sewing.*

This course is to give a practical knowledge of hand and machine sewing, and the fundamental principles of dressmaking needed in the home. It includes practice in cutting, fitting and making of garments and household furnishings. A strict account of the time and cost of each article is required in all Household Art courses. This course is required of all students in the Freshman year. Two laboratory periods a week. Household Science 1 must be taken at the same time.

First and second semester. Household Science and Art 1, Credit 8 hours

HOUSEHOLD ART 2a and b. *Elementary Dressmaking.*

This course establishes the fundamental principles of elementary dressmaking and gives practice in the drafting, cutting, fitting and making of patterns, and in purchasing appropriate materials. Students are taught to apply directly principles they have had in patterns, designs and in the economic art of shopping. Sophomore year. Perequisite: Household Art 1. Three laboratory periods a week.

First and second semester. Credit 4 hours

HOUSEHOLD ART 2c. *Textiles.*

The purpose of this course is to give a practical understanding of the various textile fibers. It deals with the history, world production, manufacture, economic and scientific value of the various textile fibers, so that the student may form an intelligent basis for judging the quality and durability of fabrics for household and personal use. Sophomore year. Lecture and recitation one hour a week; two laboratory periods a week. Prerequisite: Fine Art 10.

First semester. Credit 2 hours

HOUSEHOLD ART 3a. *Textiles.*

This course is a study of the characteristics of the various fibers; of the factors favorable and unfavorable to the production of good fibers; and of the manufacturing processes which affect durability, use or appearance of the fabric. Laboratory work in weaving will be studied. Lecture, one hour a week; two laboratory periods a week. Junior year. Prerequisite: Household Art 1 and 2; Fine Art 10, 11.

First semester. Credit 2 hours

HOUSEHOLD ART 3b. *Millinery.*

This course includes the construction of buckran and wire frames; designing and drafting patterns, and copying approved models. Special emphasis is laid upon individuality, artistic effect, methods of trimming, artistic bow making, etc. The renovation of old materials is demonstrated and the materials used when possible. Two laboratory periods per week. Prerequisites: Household Art 1, 2; Fine Art 10. Junior year. Three laboratory periods a week.

Second semester. Credit 2 hours

HOUSEHOLD ART 4a.

(1) *Historic Costume.*

A brief history of costume will be given to establish understanding of the chief historic and characteristic types of clothing.

(2) *Dressmaking.*

In this course the student makes practical application of the work done in Costume Design. Students make dresses of wool or silk after the designs have been made in the Fine Art department, and worked out in paper or crinoline models. Prerequisite: Household Art 1, 2, 3; Fine Art 12. Senior year. Three laboratory periods a week.

First semester. Credit 2 hours

HOUSEHOLD ART 4b. *Dressmaking.*

This course includes the designing and making of an afternoon dress, lingerie waists and a simple graduation dress of dainty, white wash material. The cost of the garments is to be

limited by the instructor. Senior year. Three laboratory period a week.

Second semester. Credit 2 hours

HOUSEHOLD ART 5a and b. *Domestic Art Models.*

This course considers the relation of Domestic Art to education; its relation to the curriculum; the method of teaching it in schools; the planning of lessons and courses of study; and the cost of suitable equipment in public schools. This course with Household Science 5a and b, includes 216 actual hours of practical teaching and observation of which at least 48 hours must be practice teaching. Open only to candidates for the Five Year High School certificate. Prerequisite: Psychology. Elective in Senior year.

First and second semester. Credit 6 hours

HOUSEHOLD ART 5d. *Methods and Equipment.*

This course is intended for candidates for the Two-Year High School certificate. It deals with the selection and cost of equipment for different types of schools. Courses of study and lesson plans are outlined and methods of presentation are investigated and discussed. One lecture period per week.

Second semester. Credit 1 hour

HOUSEHOLD ECONOMICS 6b. *Household Textiles.*

In this course comparative investigation is made of the following: Production and consumption of fabrics, the artistic and economic value of form and color as applied to house furnishings, and methods of scientific management in the selection, use and care of textile fabrics. Senior year. Second year certificate course. Household Economics 6a., may be found under the description of Household Science courses. Two lecture periods a week.

Second semester. Credit 2 hours

HOUSEHOLD ART 7a. *Millinery.*

This course continues the work of the Junior year with more practice on the making and trimming of elaborate hats, the making of flowers, etc. Prerequisites: Household Art 1, 2, 3 and 4. Three laboratory periods a week. Senior year.

First semester. Credit 2 hours

HOUSEHOLD ART 7b. *Fine Needlework.*

This course includes the making of fine French lingerie, the study and practice of the various sitches used in French embroidery; comparison of ready-made and hand-made articles. Three laboratory periods a week. Senior year.

Second semester. Credit 2 hours

HOUSEHOLD ART 8a and b. *Embroidery.*

All forms of decorative needlework are studied, classified and adapted to household furnishings, lingerie and dresses. Elective. Prerequisites: Household Art 1. Fine Art 10. Three laboratory periods a week.

First and second semester. Credit 2 hours

COMMERCIAL SCIENCE

EDNA B. MADDOX CLYDE HART

This department accommodates two classes of students; those who wish commercial work only, and those who wish to take it in connection with the regular college course.

Candidates for a certificate from the Commercial Science Department must complete 32 hours of the following outlined course:

Stenography 1	8 hours	Bookkeeping 1	4 hours
Typewriting 1	5 hours	Penmanship	1 hour
Spelling	2 hours	Commercial Geography	2 hours
Commercial English	8 hours	Commercial Arithmetic	4 hours
		Total	36 hours

The courses selected must be approved by the head of the department.

Stenography 2 and Typewriting 2 are open to students who have had one year's work in each of these subjects.

Special lectures on Salesmanship will be given to commercial students during the school year.

Bookkeeping 2 will be offered for those desiring the work.

DESCRIPTION OF COURSES.

Stenography 1 (a and b).

Instruction and practice in the principles of the system as taught in Graham's Business Shorthand. 100 words per minute for five minutes' duration with a transcript grading 90 per cent. required for credit.

Throughout the year. Credit 8 hours

Stenography 2 (a and b).

A careful review of fundamental principles, practice in transcribing notes, and special emphasis upon speed and accuracy. 150 words per minute for five minutes' dictation required for credit.

Throughout the year. Credit 8 hours

Typewriting 1 (a and b).

Instruction in use and care of the machine; exercises for developing proper wrist and finger movement and for the complete mastery of the keyboard by the sense of touch.

Students taking this course must spend two hours daily at the machine and will be required to complete Fritz-Eldridge's Touch Typewriting Manual and acquire a speed of 50 net words per minute.

Throughout the year. Credit 5 hours

Typewriting 2 (a and b).

Drills for greater speed and accuracy; carbon and other duplicating devices; transcribing from shorthand notes with special attention to artistic arrangement; dictation; special form work; files.

Students taking this course must spend two hours daily at the machine and will be required to acquire a speed of 80 net words per minute.

Throughout the year. Credit 5 hours

Bookkeeping 1a.

Four units of the American Bookkeeping Series are used. These units give the student a working knowledge of Financial Statements, Cash Book, Journal, Ledger, Check Book, Trading, and Profit and Loss Statements. Five one hour periods a week.

First semester. Credit 2 hours

Bookkeeping 1b.

Two units are used. Attention given to notes, interest, bank discount, fixing property and inventories. Partnership problems, shipments and consignments. Incoming and outgoing papers used. Five one hour periods a week.

Second semester. Credit 2 hours

Penmanship 1 (a and b).

Instruction in practical penmanship, comprising the theory and application of muscular movement. No credit unless a fair business handwriting is attained. Thirty minute recitations four times a week.

Throughout the year. Credit 1 hour

Spelling 1 (a and b).

Required of stenographic students. Pronunciation, spelling, and usage of practical business words. Four thirty minute periods a week.

Throughout the year. Credit 2 hours

Commercial Geography 1b.

This course deals with a study of the effects of natural resources, climate, rainfall, manufacturing facilities, transportation and financial conditions on economic development. The chief commercial products of the world and their relative importance in different regions, and the modern methods of manufacture. Reports on topics of present day interest are assigned. Two hour periods a week.

Second Semester. Credit 2 hours

Business Law 1a.

The essentials of law from a business standpoint. Familiarity with legal instruments. Two hour periods a week.

First semester. Credit 2 hours

Commercial Arithmetic 1 (a and b).

Through review of the fundamentals of arithmetic, and their application to business.

Throughout the year. Credit 4 hours

Commercial English 1 (a and b).

Review of grammatical principles; choice of words; punctuation; capitalization and paragraphing. Special attention given to letter writing.

Throughout the year. Credit 8 hours

PHYSICAL EDUCATION

IRENE SHALEY GENEVA MAY

A physical examination is given each girl at the beginning and end of the year to determine the needs of each individual. Special exercises are recommended where needed. A certificate from a doctor is required as to the condition of the heart and lungs of each student before she enters the department. A regular costume is required and must be purchased through the college after entrance.

DIPLOMA.

An applicant for a diploma from the Physical Education department must be a graduate of a high school or must present a statement showing that she has completed work equivalent thereto.

Two years will be necessary to complete the following course of study:

Required Academic Group.

Psychology 1; Education 2 (Pedagogy); Science 1 (Chemistry); Biol. Science 2a; Expression 4 (Public Speaking); English 1; Science 5a; Biol. Science 4b.

Required Work in the Physical Education Department.

Courses: 1, 2, 3, 4, 5, 6, 7, 8, 9.

Those finishing the course as described above will be given a certificate entitling them to teach this particular work in any public school in Oklahoma for two years.

PHYSICAL EDUCATION 1. *Gymnastics.*

This course will include free standing exercises for correct posture, walking and breathing, marching and running, simple apparatus work, simple wand and dumb bell drills, games, aesthetic and folk dancing. Students are marked upon the basis of attendance, effort and knowledge of the work given.

Throughout the year, 3 hours a week. No credit

NOTE.—Students entering with one credit in Physical Education, that is four years of high school gymnasium work, will be exempt from this required course in the Freshman year.

PHYSICAL EDUCATION 2. *Gymnastics.*

A review of the first year's work, including progression

in each branch, also club swinging. One lecture on First Aid and two hours of practice a week. No credit

PHYSICAL EDUCATION 3. *Hygiene and Sanitation.*

Prerequisite: Science 2b. Lectures on diet, dress, age, temperament, inheritance and personal habits, with special reference to physical training and medico-gymnastic treatment.

Throughout the year, 2 hours a week. Credit 4 hours

PHYSICAL EDUCATION 4. *Anatomy.*

A study of osteology, general and special anatomy of the skeleton, arthology, muscles and fasciae, the vascular system, arteries.

Throughout the year. Credit 6 hours

PHYSICAL EDUCATION 5. *Anatomy.*

A study of veins, lymphatic system, the nerve system, organs of special sense, organs of voice and respiration, organs of digestion, the ductless glands.

Throughout the year. Credit 6 hours

PHYSICAL EDUCATION 6. *Theory of Practical Work.*

Lectures and recitations on history of Physical Education; theory and history of dancing; theory of games, reports and discussions; practice teaching and supervising for diploma.

Throughout the year. Credit 4 hours

PHYSICAL EDUCATION 7. *Kinesiology.*

This course deals with the principles and mechanics of bodily movement and the classification of exercises according to their effects.

Throughout the year. Credit 4 hours

PHYSICAL EDUCATION 8. *Play.*

Organization and practical demonstration of games and folk dances suitable for use in the graded schools.

Throughout the year. Credit 2 hours

PHYSICAL EDUCATION 9. *Dancing.*

This course will include exercises for technique, aesthetic, athletic and national folk dances.

Throughout the year, 1 hour a week. Credit 1 hour

LIBRARY SCIENCE

ELIZA JANE RULE

This course is required of all Freshmen, and is designed not only to enable students to utilize the resources of the library, but to increase accuracy and the ability to follow directions.

LIBRARY SCIENCE 1a. *Reference Work and Bibliography.*

These subjects include the study of general encyclopedias, dictionaries, atlases, index and keys to periodicals and general literature, public documents and national trade and subject bibliography.

Practical questions are given to the class to look up in reference books with the object of showing quickly information on any subject.

Guide to the study and use of Reference Books, by Alice B. Kroeger; U. S. Government Documents, by J. L. Wyer, and Selected National Bibliographies, by the New York State Library, are used as text books.

Credit 1 hour

LIBRARY SCIENCE 1b. *Classification and Cataloguing.*

The Dewey system of classification, Dewey's Simplified Library School Rules for a Dictionary Catalogue, and the A. L. A. Rules are used for text books.

Credit 1 hour

General Textbook.

The Use of Books and Libraries, by Fay and Easton.

DEPARTMENT
OF
ACADEMIC
ARTS

ENGLISH

CAROLINE LAIRD MAYME WHEELER

English may be elected as a major in the Sophomore year.

CANDIDATES FOR THE DEGREE OF BACHELOR OF ARTS.

Students who elect English as their major subject must offer four units of English on entrance.

PLAN OF COURSE OF STUDY BY YEARS WITH ENGLISH AS MAJOR.

Freshman. 32 hours

English 1; Science 1; Ancient or Modern Language, or Mathematics (8 hours); History; Free Elective (2 hours); Physical Education.

Sophomore. 32 hours

Ancient or Modern Language; Household Science and Art; Physical Education 3 (Hygiene); English 2; Minor Elective (6 hours); Physical Education 2.

Junior 30 hours

Psychology 1; English 4; 5; Minor Elective (6 hours); Free Elective (4 hours).

Senior. 30 hours

English 3; English Elective (6 hours); Household Art 4b (graduation dress); Minor Elective (10 hours); Free Elective (6 hours).

Total 124 hours

Courses 1 and 2 are required of all Freshman, and must precede all other courses.

ENGLISH 1a. *Freshman English.*

A thorough drill is given in composition and rhetoric; two carefully prepared written themes and one oral theme are required each week.

First semester. Credit 4 hours

ENGLISH 1b. *Exposition and Narration.*

English 1 prerequisite. The development of these forms of written theme a week is required.

Second semester. Credit 4 hours

ENGLISH 2a and 2b. *Sophomore English. General survey of English Literature.*

An introductory course dealing with English life and the progress of English Literature, and leading to the study of special periods. Required of Sophomores who major in English and Expression courses.

First and second semesters. Credit 6 hours

ENGLISH 3a. *Shakespearean Drama.*

The development of the drama in England to Shakespeare is studied; the principal plays of Shakespeare are read and an intensive study of four plays is made. Each student is required to present a paper upon some assigned play. (Not offered in 1918-1919.)

First semester. Credit 3 hours

ENGLISH 3b. *American Literature Survey.*

American authors and their representative works are studied and compared with British productions. Each student presents a paper on some author and his works. (Not offered in 1918-1919.)

Second semester. Credit 3 hours

ENGLISH 4a. *Nineteenth Century Poetry.*

This course considers the rise of Romanticism, the scientific influence of the Victorian Age; a study, also, of the principal poets and their representative poems.

First semester. Credit 4 hours

ENGLISH 4b. *Nineteenth Century Prose.*

A study of important prose writers from Lamb to Stevenson; emphasis is placed on the style and the contribution of each writer to nineteenth century thought.

Second semester. Credit 4 hours

ENGLISH 5a. *Chaucer.*

A reading course in The Canterbury Tales; emphasis will

be placed on his language and meter. Open to Juniors and Seniors.

First semester. Credit 2 hours

ENGLISH 5b. *Literary Criticism.*

A study of literary principles and their application is made. Methods for the training of interpretative and judicial criticism in the mind of the child are discussed in class. This course is designed to aid the prospective high school teacher of English. Open to Juniors and Seniors.

Second semester. Credit 2 hours

ENGLISH 6a. *The English Novel.*

This course gives a study of the growth and development of the novel, and also, a study of typical novels which illustrate the important phases of fiction. Open to Juniors and Seniors. (Not offered in 1918-1919.)

Fiirst semester. Credit 3 hours

ENGLISH 6b. *Masterpiece Study.*

Spencer's Faerie Queene, Shakespeare's Sonnets, Milton's Paradise Lost, Pope's Poems, Wordsworth's Prelude and Excursion, Byron's Childe Harold, Tennyson's In Memoriam, Browning's Ring and the Book. Open to Seniors; course conducted as a seminary.

Second semester. Credit 3 hours

ENGLISH 7a. *Literary Study of the Bible.*

The aim of this course will be better knowledge of the Scripture Story, and its influence as shown in literary allusion.

First semester. Credit 3 hours

ENGLISH 7b.

Credit will be given for four hours' work in the Department of Expression, consult the Instructor in each Department.

FRENCH

JANE HILL MILLER LILLIAN PENQUITE

French may be elected as a major in the Sophomore year.

CANDIDATES FOR DEGREE OF BACHELOR OF ARTS

FRENCH AS MAJOR.

Students who elect French as their major subject must offer upon entrance two units of Latin and two units of French, or complete French 1 as outlined in the following description of courses, and are required to complete the following course of study to make 124 hours needed for the degree of Bachelor of Arts:

PLAN OF COURSE OF STUDY BY YEARS WITH FRENCH AS MAJOR

Freshman. 32 hours

English 1; Science 1; French 2; Psychology 1; Physical Education 1.

Sophomore. 32 hours

Spanish 1; *History 1; Hs. Science and Art 1; Phys. Ed. 3; French 6.

Junior. 30 hours

Major: French 3; French 7. *Minor*: Spanish 2; History 4. *Free Elective,* 4 hours only.

Senior. 30 hours

Major: French 4; French 5 and 8. *Minor*: Spanish 3, 4 or 7; Spanish, English or History (2 hours). *Free Elective* (8 hours). H. Art 4b (2 hours).

Total 124 hours

FRENCH 1. *Elementary French.*

Grammar, composition and reading.

(This course is equivalent to two units of high school French.)

First and second semesters. Credit 8 hours

FRENCH 2. *Advanced French.*

Advanced grammar, composition, conversation, and read-

ing. Review of regular verbs; drill on irregular verbs. Selected masterpieces of French literature, both classical and modern.

First and second semesters. Credit 8 hours

FRENCH 3. *French Literature of the 17th Century; Conversation and Composition.*

Origin and development of classical French drama. Study of Corneille, Racine, Moliere and other important writers of the period.

First and second semesters. Credit 6 hours

FRENCH 4. *History of French Literature.*

A general outline of the various periods with selected readings from representative writers of each period.

First and second semesters. Credit 6 hours

*Credit will not be given for less than two years of Modern Language, therefore, if a student elects a Modern Language in which she has no credit that Modern Language must be elected the following year.

FRENCH 5a. *Victor Hugo.*

A study of the life and representative works of Victor Hugo, with special attention upon *Les Miserables.*

First semester. Credit 2 hours

FRENCH 5b. *The Romantic School.*

Cause and effect of the Romantic movement. A study of the principal writers of the school.

Second semester. Credit 2 hours

FRENCH 6. *Current French Literature.*

Study of modern drama, poetry and novel. Reading from such writers as Rostand, Maeterlinck, Loti, and others.

First and second semesters. Credit 6 hours

FRENCH 7. *Advanced Composition.*

Rapid review of French grammar, oral and written composition, idioms and synonyms.

First and second semesters. Credit 6 hours

FRENCH 8.

Thesis, or course arranged to suit the special need or desire of students concerned.

Second semester. Credit 2 hours

GERMAN.

Should there be a sufficient number of students desire advanced courses in German, they will be offered.

HISTORY

ANNE WADE O'NEILL JEFFIE YOUNG

History may be elected as a major in the sophomore year.

CANDIDATES FOR DEGREE OF BACHELOR OF ARTS

Students who elect History as their major subject must offer two units of History on entrance.

Plan of course of study by years with History as major:

Freshman. 30 hours

History 1; English 1; Science 1; Psychology 1; Physical Education 1.

Sophomore. 32 hours

History 2; Ancient or Modern Language (8 hours); Household Science and Art 1; Physical Education 3; Economics 2; Physical Education 2.

Junior. 32 hours

History 3; History 8; History 5; Ancient or Modern Language (8 hours); Free Elective (6 hours).

Senior. 30 hours

History 4; English 4; Sociology 3; Household Art 4b; History 6 or 7; Free Elective (6 hours).

Total 124 hours

HISTORY 1a and 1b.

The growth of western civilization from earliest times to end of the nineteenth century. An introduction to the study of history giving a general perspective of the development of society, politics, and literature in Europe. Lectures, reading and reports. Required of all Freshmen.

Throughout the year. Credit 6 hours

HISTORY 2a and 2b. *Ancient History.*

The first half of the year's work extends to the death of Alexander and the second half extends to the early seventh century. Lectures, outside readings, and reports.

Throughout the year. Credit 6 hours

HISTORY 3a and 3b. *Medieval History.*

A general survey of European history from about 500 to 1648. Lectures, reading and the term paper.

Throughout the year. Credit 6 hours

HISTORY 4a and 4b. *Modern History.*

The rise and growth of the nations of Western Europe from 1648 to present time. Lectures, reading and reports.

Throughout the year. Credit 6 hours

HISTORY 5a and 5b. *American History.*

A general course dealing with the English colonies and the political history of the United States.

Throughout the year. Credit 6 hours

HISTORY 6a and 6b. *American Constitutional History.*

This course deals with colonial governments, the formation and historical development of constitutional government in the United States. Prequisite, History 5.

Throughout the year. Credit 4 hours

HISTORY 7a-7b.

Civil War and Reconstruction. Prequisite, History 5a-5b.

Throughout the year. Credit 4 hours

HISTORY 6a-6b and 7a-7b.

Given in alternate years.

HISTORY 7a-7b.

Not to be given 1918-1919.

HISTORY 8a-8b. *English History.*

Lectures on the political and constitutional history of England.

Throughout the year. Credit 6 hours

HISTORY 8a-8b and 3a-3b.

To be given in alternate years.

HISTORY 8a-8b.

Not be given 1918-1919.

LATIN

MAXIE NAVE WOODRING MARY R. BELL

Latin may be elected as a major in the Sophomore year.

CANDIDATES FOR THE DEGREE OF BACHELOR OF ARTS

LATIN AS MAJOR.

Students who elect Latin as their major subject must offer four units of Latin on entrance.

PLAN OF COURSE OF STUDY BY YEARS WITH LATIN AS MAJOR.

Freshman. 32 hours

English 1; Science 1; Latin 3; Psychology 1; Physical Education 1.

Sophomore. 32 hours

Modern Language (8 hours); History 1; Household Science and Art 1; Physical Education 3; Latin 4; Physical Education 2.

Junior 30 hours

*Modern Lauguage (8 hours); Latin 5, 7; English (6 hours); Free Elective (4 hours).

Senior. 30 hours

Latin 6, 8; History 5; Free Elective (10 hours); Household Art 4b (graduation dress); Thesis (2 hours).

Total 124 hours

LATIN 1. *Cicero's Orations Against Catiline; Manilian Law; De Senectute; De Amicitia; De Oratore.*

Practice in translation to give facility in reading and flexibility in the use of English. The literary merits of the orations will be discussed and a critical study will be made of the principles of Roman rhetoric and the structure of the Roman oration. Sufficient history, biography and topography will be presented

*Credit will not be given for less than two years of Modern Language, therefore, if a student elects a Modern Language in which she has no credit that Modern Language must be elected the following year.

to form an adequate setting for the orations. Sight translation daily, grammar and prose composition weekly. Open to students who have offered two units of Latin on entrance.

First and second semesters. Credit 8 hours

LATIN 2. *Vergil's Aeneid Books 1-6; Selections from Ovid's Minor Poems and Metamorphoses.*

Attention will be given to poetical structure, forms, vocabulary and phraseology. Mythological sources, the epic as a literary production and the influence of Vergil; Ovid, his life, personality and literary style will be considered. Sight translation and versification daily; grammar and prose composition weekly. Open to students who have offered three units of Latin on entrance, or the equivalent.

First and second semesters. Credit 8 hours

LATIN 3a. *Livy: Selections from Books* 1-22.

A study will be made of Roman political institutions and the literary style of Livy. Sight translation, prose composition and syntax. Parallel readings. Required of Freshmen who plan to major in Latin in the Sophomore year.

First semester. Credit 4 hours

LATIN 3b. *Tacitus: Agricola and Germania.*

A study of the Roman provincial system and the conquest of Britain. The language and style of Tacitus will be discussed. Sight translation, prose composition and syntax. Assigned topics for class discussion. Required of Freshmen who plan to major in Latin in the Sophomore year.

Second semester. Credit 4 hours

LATIN 4a. *Horace: Odes.*

Horace, the exponent of the Augustan age, will be studied. An appreciation of Latin poetry as art will be sought. Metrical reading. Required of all Sophomores who are majoring in Latin.

First semester. Credit 3 hours

LATIN 4. *Catullus: Odes; Tibullus and Propertius; Selections.*

A study of the history and literature of the Augustan age; Greek and Latin lyric poetry; beginning of the elegy; a study of the development and characteristics of Roman elegiac poetry. Required of all Sophomores who are majoring in Latin.

Second semester. Credit 3 hours

LATIN 5a. *Horace and Juvenal: Satires.*

Study of the origin and development of the satire. Analytical study of structure and argument. Literary and social conditions at Rome in the early Empire. Literary value of the Roman satire and its place in Roman literature. Required of all Juniors who are majoring in Latin.

First semester. Credit 3 hours

LATIN 5b. *Terence: Phormio; Plautus: Captivi.*

Study of the development of Roman comedy. Metrical reading. Comparison of the literary styles of the dramatists. Required of all Juniors who are majoring in Latin.

Second semester. Credit 3 hours

LATIN 6a. (1) *Cicero and Pliny: Letters; or* (2) *Seneca: Tragedies.*

(1) History and social life in Rome during the later years of the Republic and first century of the Empire. Pecularities of latin letter writing and colloquial latin. Study of letters as historical documents.

Or (2) Rise and development of the Roman tragedy. Comparative study of Greek, Roman and English tragedies. General survey of Roman drama.

The course selected will be determined by the previous readings of the class. Required of all Seniors who are majoring in latin.

First semester. Credit 3 hours

LATIN 6b. *Lucretius: De Rerum Natura; Cicero: Tusculan Disputations.*

Views of the principal school of philosophy. Required of all Seniors who are majoring in Latin.

Second semester. Credit 3 hours

LATIN 7. *Prose Composition, Syntax, Sight Translation and Rapid Reading.*

Exercises in translation at sight, free composition and understanding of easy Latin passages without translating. Required of all Juniors who are majoring in Latin.

First and second semesters. Credit 6 hours

LATIN 8a. *Greek and Roman Mythology and Art; Topography and Monuments of Rome.*

An interpretation of the myths of the Greeks and Romans with influence on literature, art and music. Study of the sources of Greek and Roman art. A general introduction to the geology and developments of the city with special attention to the sites and characteristics of the more important buildings. No knowledge of Latin is required. This course is required of all Seniors who are majoring in Latin.

First semester. Credit 2 hours

LATIN 8b. *Rome and Roman Life.*

The remains of ancient Rome; the Roman house, family life, education, amusements and occupations. Reading and interpretation of masterpieces of Roman literature in prose and verse. No knowledge of Latin is required. This course is required of all Seniors who are majoring in Latin.

Second semester. Credit 2 hours

MATHEMATICS

LULA A. BARR.

Mathematics may be elected as major in the Sophomore year.

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE.

MATHEMATICS AS MAJOR

Candidates for the degree of Bachelor of Science who major in Mathematics are required to complete the following courses to make the 124 hours required by the degree:

PLAN OF COURSE OF STUDY BY YEARS.

Freshman. 32 hours

Mathematics 1; English 1; Science 1; Psychology 1; Physical Education 1.

Sophomore. 32 hours

Mathematics 2; History 1; Modern Language 1 (French); Household Science and Art 1; Physical Education 2 and 3.

Junior. 30 hours

Mathematics 3 and 6; Modern Language 2 (French); Free Elective (6 hours); Minor Elective (4 hours).

Senior. 30 hours

Mathematics 4 and 5; Household Art 4b; Free Elective (8 hours); Minor Elective (8 hours).

Total 124 hours

MATHEMATICS 1a. *Solid Geometry.*

The usual theorems leading to the mensuration of solids and their uses in the solution of concrete problems.

First semester. Credit 4 hours

MATHEMATICS 1b. *Trigonometry.*

Plane and spherical. Definitions and relations of the six trigonometric functions, proof of formulae, inverse functions, graphical representation of functions, theory and use of logarithms, solution of right and oblique triangles.

Second semester. Credit 4 hours

MATHEMATICS 2a and 2b. *College Algebra.*

Algebraic reductions, variables and functions, quadratic equations, mathematical induction, variation, progressions, complex numbers, including De Moivre's theorem, theory of equations, logarithms, limits, infinite series, undetermined coefficients, permutations and combinations, probability, determinants.

First and second semesters. Credit 6 hours

MATHEMATICS 3a. *Analytic Geometry.*

Loci, the straight line, transformation of co-ordinates, the circle, tangent, normal and polar, the elipse, parabola, hyperbola, general equation of the second degree.

First semester. Credit 4 hours

MATHEMATICS 3b. *Differential Calculus.*

With application to practical problems.

Second semester. Credit 4 hours

MATHEMATICS 4a. *Integral Calculus.*

With application to practical problems.

First semester. Credit 4 hours

MATHEMATICS 4b. *Advanced Calculus.*

Second semester. Credit 4 hours

MATHEMATICS 5a. *Solid Analytic Geometry.*

First semester. Credit 2 hours

MATHEMATICS 5b. *Fundamental Concepts of Mathematics.*

Second semester. Credit 2 hours

MATHEMATICS 6. *History of Mathematics.*

"The history of mathematics brings in the human element—always an interesting one. It points out the contribution that mathematics has made in the development of the sciences. It shows that mathematics comes under the law of evolution and thus helps to generalize that law, thus introducing the flowing, moving element and a consequent riddance of the static idea."

First and second semesters. Credit 4 hours

PSYCHOLOGY AND EDUCATION

I. E. MOTT.

The purpose of the Department of Education is to give the prospective teacher such professional training as will make their teaching most effective. Students who enroll in courses in this department will do the required academic work and complete their major work in some other department of the College, while the work in Education will seek to train them in methods of teaching the major and relating subjects. In recognition of work done in this department, the State Board of Education will grant certain certificates to teach in the Public Schools of Oklahoma as follows:

LIFE CERTIFICATE FOR GRADUATES. The regulations of the State Board of Education provide that students who have met all the requirements for a degree and have completed the regular courses in Education and Psychology, which shall include Practice Teaching and Teacher's Courses in the major subject, shall upon the recommendation of the Department of Education be granted a Teacher's Life Certificate valid in the Public Schools of the state.

TWO-YEAR STATE CERTIFICATE. This certificate is granted to those who have completed at least two years of college work, which shall include regular courses in Education and Psychology. This certificate is valid in the Public Schools of the state when registered with the County Superintendent of the county in which the teaching is to be done. This certificate is also valid in any independent district when registered with the Board of Education of said Independent District.

STATE GRAMMAR SCHOOL CERTIFICATE. This certifiicate is issued to the student who after presenting fifteen units of admission credit has completed one year's work in the College and has had regular courses in Education and Psychology. This certificate is valid for one year in the Grammar Schools of the State.

CERTIFICATE IN PUBLIC SCHOOL MUSIC. This certificate will be granted to those who have completed the regular course in Music and courses in the Department of Education. This certificate is valid for two years.

CERTIFICATE IN HOUSEHOLD ECONOMICS. This certificate is valid for two years and is granted to those who have completed the "Two-Year Course" in House Economics which includes certain work in Psychology and Education. This certificate is renewable for an equal length of time on the basis of an additional year's work in House Economics done in some standard college or university, and evidence of at least one year's successful teaching experience.

CERTIFICATE IN EXPRESSION. This certificate is valid for two years and will be granted to those who complete the "Diploma Course" in Expression, together with specified courses in Education and Psychology.

DESCRIPTION OF COURSES.

PSYCHOLOGY 1. *Elements of Psychology.*

This is an introductory course in which the principles of Psychology are surveyed. The nervous system is studied as the basis of mental life. The facts, laws and funcations of the mental life are studied and discussed in class. The course consists of textbook and classroom work, outside readings and experiments bearing on the phenomena under discussion.

First semester. Credit 4 hours

EDUCATION 3. *Educational Psychology.*

A study of the principles of the learning process; the fundamental instincts and capacities; the organization of experience as habit, perception, imagination, memory, association, correlation of studies, transfer of training, attention and interest, analysis, reasoning, cultivation of emotions, motor expression and motor training. Outside readings, lectures and recitations.

Second semester. Credit 4 hours

EDUCATION 1. *History of Education (Ancient).*

The development of Educational Theory and Practice as determined by the various social, economic, political and religious conditions in different nations from earlier times. Class discussions, assigned readings and lectures.

First semester. Credit 2 hours

EDUCATION 2. *History of Education (Modern).*

This is a continuation of Education 1. Attention will be given to the evolution of present educational practices and beliefs.

Second semester. Credit 2 hours

EDUCATION 4. *Elements of Method.*

This course deals with the fundamental principles of instruction, supervision and classroom management. The course is paralleled by observation and is intended for elementary and high school teachers and supervisors of special subjects. Psychology 1 and Education 3 are required for entrance to this course.

First semester. Credit 3 hours

EDUCATION 5. *Principles of Education.*

The School is studied as a social institution with special attention to the Psychology of Adolescence. The aims, ideals and basis of effective teaching will be studied in the light of biology and psychology. Psychology 1 and Education 3 are required for entrance to this course.

Second semester. Credit 3 hours

EDUCATION 6. *Education of Mentally Retarded.*

This course considers the grades and variety of mental deficiency, the backward child, the feeble-minded, and the excetpional child; methods of examination, tests and observation. Education 3 required for entrance.

First semester. Credit 2 hours

EDUCATION 7. *Child Study.*

A study of the Child Mind in development. Aims and methods of Child Study, Physical and Mental development. A discussion of play and the formation of habit. Stages of childhood and adolescence. Education 3 required for entrance.

Second semester. Credit 2 hours

EDUCATION 8. *Practice Teaching.*

This course is required of all candidates for the life certificate. The student will do actual classroom work for a semester in her major subject. Lesson plans and specific problems will be considered in group and individual conferences.

Those enrolling for this course must have completed Education 4 and two years in her major subject.

First semester. Credit 2 hours

EDUCATION 90. *Teachers' Courses.*

These courses are offered by the department in which the student is doing her major work. They consist in a study of the methods the subject together with an analytical study of texts generally used.

Second semester. Credit 2 hours

EDUCATION 91. *Teacher's Course in English.*
Credit 2 hours

EDUCATION 92. *Teacher's Course in History.*
Credit 2 hours

EDUCATION 93. *Teacher's Course in Domestic Science.*
Credit 2 hours

EDUCATION 94. *Teacher's Course in Domestic Art.*
Credit 2 hours

EDUCATION 95. *Teacher's Course in Latin.*
Credit 2 hours

EDUCATION 96. *Teacher's Course in French.*
Credit 2 hours

EDUCATION 97. *Teacher's Course in Science.*
Credit 2 hours

SCIENCE—BIOLOGICAL

RUTH E. KLINGLESMITH EDGAR COWAN

A Biological Science may be elected as a major at the beginning of the Sophomore year.

CANDIDATES FOR DEGREE OF BACHELOR OF ARTS

Students who elect a Biological Science as their major subject must present three units of science on entrance.

MAJOR GROUP.

Major Group.

Biological Science 2, 3, 4 and 5.

Minor Group.

Zoology is recommended as a minor, but the minor may be taken in any related subject upon advice of the major professor.

BIOLOGICAL SCIENCE 1. *General Botany.*

Introduction to botany, including a study of the structures and life processes of plants. Also a study of representative forms of thallophytes, bryophytes and pteridophytes.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 1b. *General Botany.*

A general review of spermatophytes. The last part of the semester is given over principally to the study and classification of local angiosperm flora.

Second semester. Credit 3 hours

BIOLOGICAL SCIENCE 2a. *General Bacteriology.*

A study of the more important forms of pathogenic organisms, methods of isolation, relation of life. Recitations, laboratory and reports. Four hours per week. Elementary chemistry or general chemistry. Prequisite.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 2b. *Domestic Bacteriology.*

Especial attention to yeast, molds, and bacteria of the home. Their role in household economy, health and disease. Bacteria cultures and counts. Four hours per week, recitations and laboratory.

Second semester. Credit 3 hours

BIOLOGICAL SCIENCE 3a. *Plant Physiology.*

Work on the physiology of the common cultivated plants,

covering such topics as absorption, transpiration, photosynthesis growth, reproduction and reaction of plants to stimuli. Prequisite, Biological Science 1a and 1b.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 3b. *Local Flora.*

A study of the life histories and classification of local flora. Field work an important feature. Prequisite, Biological Science 1a and 1b.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 4a. *Plant Ecology.*

The relation of plants to their environment, including a discussion of the origin, development, structure and successions of plant formations.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 5. *Histology.*

A study of the methods used in the collection and preservation of class material in bulk also the principles and methods used in fixing, embedding, sectioning, staining and mounting. Given in alternate years.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 6a. *General Zoology.*

A general survey of zoological science. Laboratory work consists of the study of selected invertebrate types.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 6b. *General Zoology.*

An elementary study of the vertebrates from standpoint of structure, physiology, life history and biological relations. Laboratory work conists of study of fish, frog and mammal.

Second semester. Credit 3 hours

BIOLOGICAL SCIENCE 7a. *Elementary Animal Ecology.*

A study of the local animal life based on lectures, assigned readings, field trips and laboratory work. For those who wish to become acquainted with the local fauna.

First semester. Credit 3 hours

BIOLOGICAL SCIENCE 7b. *Vertebrate Zoology.*

Advanced study of vertebrates. Lectures, recitations and laboratory work.

Second semester. Credit 3 hours

CHEMISTRY AND PHYSICS

EDGAR COWAN EDITH HAMMOND

Science may be elected as a major in the Sophomore year.

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE.

Students who elect Science as their major subject must offer three units of Science on entrance.

PLAN OF COURSE OF STUDY BY YEARS WITH SCIENCE AS MAJOR

Freshman. 32 hours

English 1; Science 1; French 1 or Spanish 1; Physchology 1; Physical Education 1.

Sophomore. 32 hours

Household Science and Art 1; History 1; Physical Education 3; Science 2; French 2 or Spanish 2; Physical Education 2.

Junior. 30 hours

Science 3; Science 4; Biological Science 1; Biological Science 2; Free Elective (6 hours).

Senior. 30 hours

Science 5; Biological Science 6; Biological Science 3; Household Art 4b; Free Elective (10 hours).

Total 124 hours

SCIENCE 1a and 1b. *General Chemistry.*

The course is designed to give a general view of chemistry. The non-metallic elements are given special consideration the first semester. Metallic elements considered in second semester. The common organic compounds are studied and attention is given to the application of chemistry to everyday life. Four hours per week, recitations and laboratory.

First and second semesters. Credit 8 hours

SCIENCE 2a. *Qualitative Analysis.*

Prerequisite: General chemistry or a strong course in elementary chemistry. Four hours per week, lectures and laboratory.

First semester. Credit 3 hours

SCIENCE 2b. *Quantitative Analysis.*

Volumetric and gravimetric estimations. Four hours per week, lectures, laboratory.

Second semester. Credit 3 hours

SCIENCE 3a. *Organic Chemistry.*

Lectures, recitations and laboratory. Study of the principle types of fatty and aromatic compounds. Hydrocarbons, alcohols, aldehydes, ketones, acids, amines, carbohydrates. Composition of fats, soaps, dyes. Four hours per week.

First semester. Credit 3 hours

SCIENCE 3b. *Physiological Chemistry.*

Chemistry of digestion and assilimation Study of the nature and preparation of enzymes and the result of their activity; the products of their work in health and disease; composition and properties of different fluids of the body and their relation to nourishment. Chemistry of excretion. Four hours per week, recitations and laboratory.

Second semester. Credit 3 hours

SCIENCE 4a. *Food and Sanitary Chemistry.*

Composition of foods, food and water analysis; detection of adulterants, valuation of foods, preservations and cleansing agents. Prerequisite: Courses 2a-b and 5a. Recitation and laboratory four hours.

First and second semesters. Credit 6 hours

SCIENCE 5a. *Chemistry of Textiles.*

A study of the structure and analysis of animals, vegetable and mineral fibers, chemically and microscopically. Bleaching, cleansing and dyeing. Prerequisite: Science 1a and 1b. Four hours per week.

First semester. Credit 3 hours

SCIENCE 5b. *Physics of the Household.*

Principles of Physics as they apply to the home. Lighting, heating, plumbing. Study of meters, etc. Prerequisite: High school Physics. Recitations and laboratory three hours per week.

Second semester. Credit 3 hours

SOCIOLOGY AND ECONOMICS

ANNA LEWIS.

GOVERNMENT 1a-1b.

1a. The government and parties of Great Britain, France and other countries having a parliamentary form of government.

1b. The government and parties of the United States.

Throughout the year. Credit 6 hours

ECONOMICS 2a-2b.

2a. An introductory study of the principles of economics.

2b. A broad discussion of economic conditions in United States from 1789 to 1915.

Throughout the year. Credit 6 hours

PRINCIPLES OF SOCIOLOGY 3a-3b.

Growth and shifting of population; studies of the facts and causes of poverty and of contemporary proposals for its prevention. Lectures and reports.

Throughout the year. Credit 6 hours

SPANISH

JANE HILL MILLER LILLIAN PENQUITE

Spanish may be elected as a major in the Sophomore year.

CANDIDATES FOR DEGREE OF BACHELOR OF ARTS

SPANISH AS MAJOR.

Students who elect Spanish as their major subject must offer upon entrance four units of Latin, or complete Latin 1 and 2 as outlined in the department of Latin; two units of Spanish, or complete Spanish 1 as outlined in the following description of courses. They are also required to complete the following course of study to make 124 hours needed for the degree of Bachelor of Arts:

PLAN OF COURSE OF STUDY BY YEARS WITH SPANISH AS MAJOR.

Freshman. 32 hours

English 1; Science 1; Spanish 2; Psychology 1; Phys. Ed. 1.

Sophomore. 32 hours

French 1; History 1; H. Sc. & Art; Phys. Ed. 5; Spanish 3.

Junior. 30 hours

Major: Spanish 4; Spanish 7. *Minor:* French 2; History 4. *Free Electives*: 4 hours only.

Senior. 30 hours

Major: Spanish 5; Spanish 6; Spanish 8. *Minor:* French 3; and French, English, or History (2 hours), to be selected by the major professor. *Free Elective*: (8 hours); H. Art 4b (2 hours).

Total 124 hours

SPANISH 1. *Elementary Spanish.*

Elements of grammar; oral and written composition to obtain a correct pronunciation and a practical command of the language; dictation and reading.

First and second semesters. Credit 8 hours

SPANISH 2. *Advanced Spanish.*

Rapid review of the elements of grammar, with special emphasis upon verbs; oral and written composition; letter writing; readings from representative modern short story writers of Spain and Latin-America. To be conducted as far as possible in Spanish.

First and second semesters. Credit 8 hours

SPANISH 3. *Modern Drama.*

A study of the chief plays of the most recent playwrights, Echegaray, Benavente, Galdos, the Quintero brothers, etc.

First and second semesters. Credit 6 hours

SPANISH 4. *Nineteenth Century Literature.*

A detailed study of standard authors, prose and verse, with dictation and reports on assigned themes.

First and second semesters. Credit 6 hours

SPANISH 5a. *Cervantes.*

A study of the life and works of Cervantes, with special emphasis upon Don Quixote.

First semester. Credit 2 hours

SPANISH 5b. *Spanish Poetry.*

Second semester. Credit 2 hours

SPANISH 6. *History of Spanish Literature.*

A study of the principal writers with selections from their most important works; lectures, themes and reports on work assigned.

First and second semesters. Credit 6 hours

SPANISH 7. *Advanced Composition and Conversation.*

Complete review of grammar; themes and reports on assigned subjects; magazine and newspaper reports.

First and second semesters. Credit 6 hours

SPANISH 8. Thesis, or course arranged to suit the special need or desire of students.

Second Semester. Credit 2 hours

DEPARTMENT
OF
FINE ARTS

PIANO

RUDOLF RICHTER — LOIS BENNETT

MARGUERITE RICHTER — ROMOLA DRAKE

CANDIDATES FOR THE DEGREE OF BACHELOR OF MUSIC.

PIANO AS MAJOR.

Students who elect Piano as their major subject must offer one unit of piano or the equivalent of piano 7 and 8 on entrance and are required to complete the following course of study to make 124 hours needed for the degree of Bachelor of Music.

Required Academic Group. 48 hours

English 1; French 1; German 1 and 2; Spanish 1; Psychology 1; Household Art 4b (graduation dress); Physical Education 1 and 2.

Major Group. 44 hours

Piano 9 and Group I; Piano 10 and Group II; Piano 11 and Group III; Piano 12 and Group IV; Thesis (2 hours); Recital (2 hours).

Minor Group. 32 hours

Music 1, 2, 3, 4, 5, 6, 13, 14 and 15.

Total 124 hours

PLAN OF COURSE OF STUDY BY YEARS.

Freshman. 32 hours

English 1; German 1; Music 9 and Group I; Music 1; Music 13; Physical Education 1.

Sophomore. 32 hours

German 2; French 1; Piano 10 and Group II; Music 2; Music 14; Physical Education 2.

Junior. 32 hours

Spanish 1; Piano 11 and Group III; Music 4; Music 5; Psychology 1.

Senior. 28 hours

Piano 12 and Group IV; Music 3; Music 6; Music 15; Recital (2 hours); Household Art 4b; Thesis (2 hours).

Total 124 hours

CANDIDATES FOR DIPLOMA IN PIANO.

Students who apply for diploma in Piano must be graduates of an accredited high school and offer one unit of work in Piano or the equivalent to Piano 7 and 8 on entrance and are required to complete the following course of study to make 92 hours:

Required Academic Group. 42 hours

English 1 and 2; German 1 and 2 or French 1 and 2; Education 2; Psychology 1; Physical Education 1 and 2.

Major Group. 28 hours

Piano 9, 10 and 11; Music 13 and 14; Music 4; Music 15; Music 22 and 23; Recital (2 hours).

Minor Group. 12 hours

Music 1, 2 and 3.

Free Elective Group. 8 hours

Total 92 hours

Students who complete this course will be given a certificate in Public School Music for two years.

PLAN OF COURSE OF STUDY BY YEARS.

Freshman. 32 hours

English 1; German 1 or French 1; Piano 9; Music 1; Music 13; Physical Education 1; Free Elective (6 hours).

Sophomore. 30 hours

English 2; German 2 or French 2; Music 14; Piano 10; Music 2; Music 22; Physical Education 2; Free Elective (4 hours).

Junior. 30 hours

Psychology 1; Education 2; Piano 11; Music 4; Music 15; Music 3; Music 23; Recital (2 hours).

Total 92 hours

Students who complete this course of study will be given a certificate to teach Public School Music.

PIANO.

MUSIC 7a and 7b.

Practical hand-culture at the table and keyboard for the development of an even and well balanced technique. Studies and easy pieces by Porter, Redman, Gurlitt, Kohler, Clementi, etc.

First and second semesters. Credit 4 hours

MUSIC 8a and 8b.

Technical exercises for controlling the muscles of the fingers, hands and arms. Studies for expression and phrasing from Kohler, Gurlitt, Burgmueller, etc. Studies by Heller, Loeschorn, Bertini; easier pieces by Haydn, Greig, Spindler, Raff, etc.

First and second semesters. Credit 4 hours

MUSIC 9.

Technical exercises, Plaidy and Pischna studies for independence of the fingers. Selections from Czerny, octave studies, Mendelssohn's Songs without Words, Pieces by Schumann, Schubert, Moszkowski, etc.

Credit 4 hours (without Group I)

Bachelor of Music. Credit 10 hours (with Group I)

First and second semesters.

MUSIC 10.

Technical studies, Cramer-Bulow studies, Bach inventions; Beethoven sonatas, Chopin waltzes, nocturnes, preludes, etc. Pieces by Moszkowski, Paderewski, Jensen, MacDowell and others. Credit 4 hours (without Group II)

Bachelor of Music. Credit 10 hours (with Group II)

First and second semesters.

MUSIC 11.

School of advanced piano playing, Clementi, Tausig, Gradus ad Paranassum, Bach, Saint Saens, Liszt, Chopin, Beethoven, etc.

Credit 4 hours (without Group III)

Bachelor of Music. Credit 10 hours (with Group III)

First and second semesters.

MUSIC 12.

Joseffy School of advanced piano playing. Chopin op. 10 and op. 25. Concertos by Beethoven, MacDowell and Chopin.

Credit 4 hours (with Group IV)

Bachelor of Music. Credit 10 hours (with Group IV)

First and second semesters.

GROUP I.

This list of compositions has to be studied completely:

Beethoven.....Bagatelle op. 33, No. 2
Mozart.....Sonata C Major
Friml.....Barcarolle op. 18, No. 2
B. C. Klein.....Violet
Markel.....Spring Song
H. Hofman.....Humoreske op. 77, No. 2
MacDowell.....Alla Tarantella op. 39, No. 8
Schumann.....Bunte Blætter op. 99, No. 12 "Abendmusik"
Schubert—Liszt.....Minuet B Minor

GROUP II.

At least ten of the following compositions have to be studied:

Beethoven.....Six variations "Nel cor piu"
Bach.....Two-part inventions
Mendelssohn.....Songs Without Words
B. C. Klein.....The German Song
Mozart.....Adagio Favori (Bendel)
Haydn.....Sonata in G Major No. 1
Jensen.....Op. 32, No. 9, Serenade
Jadassohn.....Etude Eb
Friml.....Reverie op. 46
Moszkowski.....Memento Giocoso
Rubinstein.....Barcarolle op. 30
Reinhold.....Impromptu C sharp minor
Chopin.....Valse op. 64, No. 2
La Forge.....Romance Gb
MacDowell.....March op. 24, No. 2

GROUP III.

At least ten of the following compositions must be studied:

Beethoven.....Sonata op. 22

R. Joseffy.....Oriental Intermezzo
Beethoven.....Andante F.
Rubinstein.....Kamenoi Ostrow
Liszt.....Elsa's Bridal & Procession
Chopin.....Impromptu Ab
Chopin.....Polonaise C sharp minor
Schumann.....Carnival Pranks op. 26, No. 1
Schytte.....Op. 37, No. 7, Etude Melodique
Grieg.....Wedding Day at Troldhaugen
D'Albert.....Allendale and Gavotte op. 1
Beethoven.....Concerto No. 1

GROUP IV.

At least ten of the following compositions must be studied:

Beethoven.....Sonatas op. 26, 38 or 31
Bach.....Preludes and Fugues
Chopin.....Polonaise Ab
Chopin.....Nocturne op. 37, No. 2
Mendelssohn.....Concerto G minor
Schumann.....Selections from op. 12
Mendelssohn.....Rondo Capriccioso
Brahms.....Ballade op. 10, No. 1
Liszt.....On Wings of Song
Schumann.....Romance F sharp op. 28, No. 2
Liszt.....Chant Polonaise (Chopin)
Moszkowski.....Tarantelle op. 27, No. 2

Compositions of the same grade and merit may be substituted for any named in these four groups.

NOTE.—Students who did not offer one unit of Domestic Science and Domestic Art on entrance must take one year of Household Science and Art before completing the course for Bachelor of Music degree.

DESCRIPTION OF COURSES IN MUSIC.

Harmony, Theory, History of Music, Sight Singing and Ear Training and Musical Appreciation.

MUSIC 1a and 1b. *Harmony.*

Musical notation, keys, major and minor scales, tried in all positions and inversions, sequences, sevenths in all forms and inversions, open harmony, modulation, etc. Text: Chadwick.

First and second semesters. Credit 4 hours

MUSIC 2a and 2b. *Advanced Harmony.*

Mixed chords, organ point, passing tones, harmonizing melodies, chorals, etc. Text: Chadwick.

First and second semesters. Credit 4 hours

MUSIC 3a and 3b. *History of Music.*

Ancient music of the time of the Troubadours, mediæval music, polyphonic school, opera, oratorio, Bach, Handel, Mozart, Beethoven, and others up to the period of the Romantic School. The music and composers of the nineteenth century. Text: Filmore.

First and second semesters. Credit 4 hours

MUSIC 4a and 4b. *Theory of Music.*

This course will consist of acoustics, study of rhythm and accents, history of notation, natural and artificial grouping, meter, hymn construction, song forms, sonata forms, analysis of counterpoint, double counterpoint, triple counterpoint and other subjects, a general knowledge of which is necessary to every intelligent pianist. Text for reference: Elson's Theory and Elson's Realm of Music.

First and second semesters. Credit 4 hours

MUSIC 5. *Harmony Analysis.*

Text: Coulter.

First and second semesters. Credit 4 hours

MUSIC 6. *Counterpoint and Composition.*

First and second semesters. Credit 6 hours

MUSIC 13 and 14. *Ear Training and Sight Singing.*

This course is a study of notation, recognition of ear of diatonic intervals in major and minor scales, chromatic intervals in major and minor triads and their inversions, chords and sight singing. Dictation exercises are used throughout.

First and second semesters. Credit 4 hours

MUSIC 15. *Musical Appreciation.*

This course is intended to broaden the student's knowledge of music and musicians. It will be a study of Folk Song of all nations, Song Classics of French, German and Italian Schools and symphonic music.

First and second semesters. Credit 2 hours

VOICE

CAROLINE PORTER CARRIE ORMEROD

CANDIDATES FOR THE DEGREE OF BACHELOR OF MUSIC.

VOICE AS MAJOR.

Students who elect Voice as their major subject must offer one unit of Voice or the equivalent of Voice 17, on entrance, and are required to complete the following course of study to make 124 hours needed for the degree of Bachelor of Music:

Required Academic Group. ..... 58 hours

English 1; French 1 and 2; German 1 and 2; Physical Education 1 and 2; English (6 hours); Phychology 1; Expression 4a and 4b (Public Speaking); Household Art 4b (graduation dress).

Major Group. 30 hours

Voice 18, 19, 20 and 21; Glee Club; Thesis (2 hours); Recital (2 hours); Music 4, 13, 14, 15.

Minor Group. 22 hours

Music 1, 2, 3, 5 and 6.

Free Elective Group. 14 hours

This group is especially arranged for electives in the Fine Arts. Should the student be unable to play accompaniments, she must elect sufficient piano to meet the requirement.

Total 124 hours

PLAN OF COURSE OF STUDY BY YEARS.

Freshman. 32 hours

English 1: *French or German 1; Physical Education 1; Voice 18; Music 1; Music 13; Free Elective (6 hours).

Sophomore. 32 hours

English (6 hours); *French 2 or German 2; Physical Education 2; Voice 19; Music 2; Music 3; Music 14; Free Elective (4 hours).

Junior. 32 hours

*German 1 or French 1; Psychology 1; Expression 4a and 4b (Public Speaking); Voice 20; Music 4; Music 15; Glee Club; Free Elective (4 hours).

Senior. 28 hours

German 2 or French 2; Thesis (2 hours); Household Art 4b; Voice 21; Music 5; Music 6; Glee Club; Recital.

Total 124 hours

CANDIDATES FOR DIPLOMA IN VOICE.

Students who apply for diploma in Voice must be graduates of an accredited high school and offer one unit of work, or the equivalent of Music 17, and are required to complete the following course of study to make 92 hours needed for diploma in Voice:

Required Academic Group. 42 hours

English 1 and 2; German 1 and 2 or French 1 and 2; Psychology 1; Physical Education 1 and 2; Education 2.

Major Group. 28 hours

Voice 18, 19 and 20; Glee Club; Music 13 and 14; Music 4 and 15; Music 22 and 23; Recital (2 hours).

Minor Group. 12 hours

Music 1, 2, and 3.

Free Elective Group. 10 hours

Total 92 hours

*Students choosing French in the Freshman year must take German in the Junior and Senior years.

Students who complete this course will be given certificate in Public School Music for two years.

PLAN OF COURSE OF STUDY BY YEARS.

Freshman. 30 hours

English 1; German or French 1; Physical Education 1; Voice 18; Music 1; Music 13; Free Elective (4 hours).

Sophomore. 30 hours

English 2; German 2 or French 2; Music 14; Physical Education 2; Voice 19; Music 2; Music 22; Glee Club; Free Elective (4 hours).

Junior. 32 hours

Psychology 1; Education 2; Voice 20; Music 5; Music 15; Music 3; Music 23; Glee Club; Recital (2 hours).

Total 92 hours

Students who complete this course of study will be given a certificate to teach Public School Music.

VOICE 17.

Principles of breathing, voice placing, tone production, elementary vocalists; Panofka Opus 85; Sieber Opus 42, 43, 45 and 92. Simple songs for phrasing and enunciation.

First and second semesters. Credit 4 hours

VOICE 18.

Elements of voice building continued. Scales, arpeggios, Vaccai, Master Pieces of Vocalization by Max Specker, M. C. Marchesi Opus; S. Marchesi Opus; Song Classics from French, German and Italian Schools; songs of medium grade, from best composers.

First and second semesters. Credit 4 hours

VOICE 19.

Continuation of exercises for voice building; Vocales by Sieber, Panofka, Bordise, Lamperti and Nava; Song Classics and Concert Songs.

First and second semesters. Credit 4 hours

VOICE 20.

Lamperti Studies in Bravura; Master Pieces of Vocalization; Study of Opera and Oratorio; Repertoire; Glee Club.

First and second semesters. Credit 4 hours

VOICE 21.

Opera, Oratorio and Repertoire continued; Glee Club.

First and second semesters. Credit 4 hours

MUSIC 22. *Public School Music.*

This course is designed for students who expect to combine the teaching of other branches, with the subject of music in the public schools. Two hours per week.

First and second semesters. Credit 2 hours

MUSIC 23. *Public School Music.*

A continuation of Music 22. This is for certificate students and calls for observation and practice teaching. Two hours per week.

First and second semesters. Credit 2 hours

GLEE CLUB.

Work in Glee Club is required of all voice students in the Junior and Senior years.

No credit

GENERAL CHORUS.

A half-hour two days each week is devoted to Chorus work. Every student must take part unless excused.

No credit

NOTE.—Students who do not offer one unit of Domestic Science and Art on entrance must take one year of Household Science and Art before completing the course for degree of Bachelor of Music.

EXPRESSION

FRANCES DINSMORE DAVIS MARY THOMPSON

DIPLOMA.

(*Three years will be necessary to complete this course.*)

PREREQUISITE: The applicant for a diploma in Expression must be a graduate of a four-year accredited high school, and must offer Reading A and B on entrance. If, however, the student is a classified college Freshman and has not had Reading A and B, arrangements may be made whereby she may take Expression 3 and 4 in one year. Also Expression 1 and 2 may be done in one year in this course.

The requirements for a diploma in Expression are as follows:

Academic. 59 hours

English 1, 2 and 4; *French 1 and 2; Psychology 1; History (6 hours elective); Education 2; Physical Education 1, 2 and 13; Voice 17.

Fine Arts. 24 hours

Expression 1, 2, 3, 4.

*Credit will not be given for less than two years of modern language. Therefore if a student elects a modern language in which she has no credit, that modern language must be elected the following year.

Elective. 17 hours

Total 100 hours

Completion of the work outlined above will depend upon the student's ability to give a public recital. Students completing the above diploma course will be given a state certificate in Expression for two years.

NOTE.—Private lessons may not be taken without class instruction, but class work may be taken alone for two hours' credit, or combined with private lessons for three hours' credit per semester.

NOTE.—Private lessons are given only to such members of

classes Expression (a and b), who are specializing in Expression.

EXPRESSION 1a and 1b.

Study of the principles underlying oral reading, training in committing and repeating lines from the best writers; drill in pronunciation and enunciation; drills to overcome slovenly habits of speech.

Aim. To cultivate the imagination, to encourage original thinking, to instill the habit of consulting the dictionary and all reference books; to arouse a wholesome respect for words; to create a love for good literature. Text: Evolution of Expression, Volumes 1 and 2.

First and second semesters. Credit 4 hours

EXPRESSION 1c and 1d. *Private Lesson.*

First and second semesters. Credit 2 hours

EXPRESSION 2a and 2b.

Continuation of Expression 1; drills in responsive gesture; a study of literary analysis, value of the pause, magnanimity of atmosphere and vitalized mental pictures.

Aim. To deepen the sympathies, to widen the vision, to acquire poise, both mental and physical; to awaken the sense of Universal Love and Brotherhood of Man; to arouse a desire to drink deeply from good books for the purpose of giving out that good to the world. Text: Evolution of Expression, Volumes 3 and 4.

First and second semesters. Credit 4 hours

EXPRESSION 2c and 2d. *Private Lessons.*

First and second semesters. Credit 2 hours

EXPRESSION 3a. *Expression.*

Study of the principles of public discourses; development of the power of self-command and directness.

Aim. Development of the intellect.

First and second semesters. Credit 2 hours

EXPRESSION 3c. *Private Lessons.*

Text: Sixteen Perfective Laws of Art, Volume 1.

First semester. Credit 1 hour

EXPRESSION 3b. *Expression.*

Continuation of Expression 3a. Development of repose, sympathy and positiveness. *Aim.* Development of the imagination.

Second semester. Credit 2 hours

EXPRESSION 3d. *Private Lessons.*

Text: Sixteen Perfective Laws of Art, Volume 2.

Second semester. Credit 1 hour

EXPRESSION 4a. *Public Speaking.*

Continuation of Expression 3b. Study of selections from the Bible, Henry Ward Beecher, Henry Drummond and others.

Aim. Service.

First semester. Credit 2 hours

EXPRESSION 4c. *Private Lessons.*

Text: Sixteen Laws of Perfective Art, Volume 3.

First semester. Credit 1 hour

EXPRESSION 4b. *Public Speaking.*

Continuation of Expression 2c. Study of selections from Emerson, Beecher, Webster, Demosthenes; acquirement of weight, fervor and authority.

Aim. Development of character.

Second semester. Credit 2 hours

EXPRESSION 4d. *Private Lessons.*

Text: Sixteen Laws of Perfective Art, Volume 4.

Second semester. Credit 1 hour

EXPRESSION 5a. *Dramatic Poetry.*

Study of Shakespeare, Tennyson, Browning and of the dramatic elements of all poetry.

First semester. Credit 2 hours

EXPRESSION 5c. *Private Lessons.*

First semester. Credit 1 hour

EXPRESSION 5b. *Contemporary Drama.*

This includes a study of Ibsen, Shaw, Maeterlinck, Rostand,

Lady Gregory, Synge, Yeates and others. The study of the drama is given an important place, because it cultivates the imagination, develops originality and tends to remove all physical handicaps in the way of perfect voice, diction and manner, while training the student to be in sympathy with the emotions of the humanity which is to interpret.

Second semester. Credit 2 hours

EXPRESSION 5d. *Private Lessons.*

Second semester. Credit 1 hour

EXPRESSION 6a. *Contemporary Literature.*

This course includes: Story telling; selection; abridgement and adaption of reading, both poetry and prose, from current literature; practice teaching.

First semester. Credit 2 hours

EXPRESSION 6c. *Private Lessons.*

First semester. Credit 1 hour

EXPRESSION 6b.

General review of the entire course from the pedagogical standpoint; arrangement and cutting of the play and the novel suitable for use during an entire program; responsive gesture, voice placement; practice teaching.

Second semester. Credit 2 hours

EXPRESSION 6d. *Private Lessons.*

Second semester. Credit 1 hour

ART

NELLIE SHEPHERD

CANDIDATES FOR CERTIFICATE IN FINE ART SHOULD COMPLETE THE FOLLOWING COURSE:

Freshman year. 30 hours

English 1; Biological Science 1; Psychology 1; History of Art, Free Hand Drawing, Commercial Art, Physical Education 1.

Sophomore year. 30 hours

History 1; Education 2; Physical Education 5; Fine Art 7; Fine Art 4; Free Elective (6 hours).

Total 60 hours

HISTORY OF ART.

This course is designed to give students a general knowledge of the history of painting, sculpture and architecture. The method of instruction consists of assigned and collateral reading with class recitations and illustrated lectures.

Throughout the year, 1 hour. Credit 2 hours

PRACTICAL ART.

ART 1. *Freehand Drawing.* Two Sections.

Drawing from still life, fruit, flowers, casts, etc. 3 hours.

Either first or second semester. Credit 3 hours

ART 2. *Oil Painting.*

Still-life, flowers, fruit, landscape and simple interiors. 3 hours laboratory periods. Prerequisite: Art 1.

Throughout year. Credit 2 hours

ART 3. *Commercial Art.*

Poster illustration, lettering, place, menu and gift cards. 2 hours laboratory period. Prerequisite: Art 1.

Credit 3 hours

ART 4. *Water Colors.* First semester.

Interior decoration second semester. 2 hours laboratory period. Prerequisite: Art 1.

Credit 4 hours

ART 5. *Applied Design.*

Designs to be original. Articles of household use and wearing apparel to be designed. 3 hours laboratory period. Prerequisite: Art 1.

Credit 3 hours

ART 6. *Porcelain Design China Painting.*

Three hours per week. Prerequisite: Art 1.

Credit 3 hours

ART 7.

Drawing, sketching and oil painting of portrait and figures from life. Prerequisite: Art 1. 3 hours per week.

Credit 4 hours

PREPARATORY SCHOOL

ADMISSION.

Registration is required on the appointed days at the beginning of each term.

All candidates for admission to the first year of the Preparatory School must be at least twelve years of age and give evidence of possessing good health and good moral character. They must have completed the eighth grade or the equivalent.

Candidates must present their report card for the eighth grade or their eighth grade diploma before they will be enrolled. Those who cannot comply with this regulation will be required to take the entrance examinations on September 19 in room 205.

Admission to the second, third or fourth year is by certificate or examination. Applicants for admission to an advanced class must submit a full authenticated statement of high school subjects which have been completed and in which credit is desired. This statement must be mailed direct from the principal or superintendent of the school where these subjects were completed to the college office. Special blanks for this information will be sent on reqest.

If any applicant is conditioned in a subject of a lower year than that to which she is admitted, that condition must be removed during the first year of attendance.

No student will be admitted as a candidate for a diploma or certificate after October 15th of the graduation year. The Senior year must be taken in residence. Students who enter later than November 1st cannot be given credit for the term unless they present credentials showing that they have completed the first six weeks of the term in an institution of equal standing or can give evidence of ability to pursue the work satisfactorily.

CLASSIFICATION.

REGULAR STUDENTS.

After the credentials of admission have been presented and accepted the student will be assisted in selecting her course of study.

The course of instruction offered is designed to give the student the common essentials of education and to allow a sufficient amount of election to meet individual needs.

The course is planned in terms of units. "A unit represents a year's study in any subject, constituting approximately a quarter of a full year's work." Sixteen units are required for

graduation. Ten units are required, the remaining six units are elective.

(For the specific subjects required and general plan by years see page 111.)

If a student wishes to prepare for college entrance she must be certain that she elects the subjects required for entrance. (For college entrance requirements see page 25.) In order to avoid an error in election the college preparatory courses have been worked out and may be found in the "Suggestive Courses" on page 112.

Suggestive courses have also been worked out for those students desiring to emphasize Home Economics or Commercial work. (See page 113). These courses are only suggestive, since the student can work out any plan of election she may desire according to the general scheme on page 111.

No student will be permitted to carry more than four and one-fourth (4¼) units or less than three (3) units except by special permission.

A certificate will be given students in Commercial Science who have completed the outlined course of two years. (See page 56.)

IRREGULAR STUDENTS.

Students who do not wish to pursue a regular course as candidates for a diploma or a certificate may enter as irregular students provided that they are sixteen years old. They will not be allowed to elect more than four and one-fourth (4¼) units or less than three (3) units except by special permission. They must elect two (2) units from the following: English, Science, History, Mathematics, German, French, Spanish, Latin. They cannot elect more than one of the following subjects: Piano, Voice, Expression, Art.

DAILY PROGRAM.

After a definite course has been decided upon and has been approved by the Classification Committee, the student will arrange her daily program under the supervision of the Committee on Schedules.

When a student's course has been scheduled she may not change her course except by permission of the Classification Committee. All courses must be adjusted within three weeks after the date of registration. If for any reason the student's

course must be adjusted after this date a fine of $1.00 will be charged.

CREDIT.

Our system of grading is as follows:

A is 95; A+95 to 100; A—90 to 95.
B is 85; B+85 to 90; B—80 to 85.
C is 75; C+75 to 80; C—70 to 75.
D is 65; D+65 to 70; D—65 to 0.

A student who falls below D— does not receive credit in the course. If a grade of D or D plus is received the student is considered conditioned in that course and is entitled to a second examination. Conditions must be removed before the next semester.

If at any time the student shows inability to do the work of any class to which she has been admitted she is assigned to a lower class and the credit already received in the lower class is cancelled.

Students who enter later than November 1st cannot be given credit for the term unless they present credentials showing that they have completed the first six weeks of the term in an institution of equal standing of can give evidence of ability to pursue the work satisfactorily.

When a student wishes to withdraw from school she must see the Classification Committee in order to get a withdrawal card. Unless this form be complied with no credit will be given for any work done during the semester in which she withdraws. Students leaving at the end of the year before the day scheduled for the close of college activities, without a special permit, thereby forfeit credit for all work done during the semester.

For COLLEGE CALENDAR see page 4.
For GENERAL INFORMATION, see page 11.
For Law GOVERNING DORMITORY ADMISSION see page 15.
For GENERAL REGULATIONS, see page 16.
For DRESS REGULATIONS, see page 19.
For STUDENT ORGANIZATIONS, see page 20.
For SCHOLARSHIPS, see page 22.

THE COURSE OF INSTRUCTION

GENERAL PLAN BY GROUPS.

GROUP A—11 units required of all.

Academic, 9 Units.

	Unit	Units
English A—Elementary Composition and Rhetoric	1	
English B—Advanced Composition and Rhetoric	1	
English C—English Literature	1	
English D—American Literature	1—	4
Mathematics A—Algebra	1	
Mathematics B—Algebra and Arithmetic	1	
Mathematics C—Plane Geometry	1—	3
History B—Modern European History	1	
History C—American History and Civics	1—	2
Science A		1
Technical Household Science and Art—Elementary		1
		11

GROUP *B—Academic Elective.*

Not less than I unit must be elected nor more than 5 units from this group

GROUP *C—Technical Electives.*

Not more than 4 units may be selected from this group — 5

Total 16

(Physical Education is required of all.)

GENERAL PLAN BY YEARS.

FIRST YEAR

	Periods for Week	Units
*Eng. A (Comp. and Rhet.)	5	1
*Math. A (Algebra)	5	1
*Science A	7	1
*Physical Ed.	2	¼
Elective (selected from group B or group C)		1
Total		4¼

SECOND YEAR

	Periods for Week	Units
*Eng. B (Comp. and Rhet.)	5	1
*Math. B (Alg. and Arith.)	5	1
*History B (Mod. European)	5	1
*Physical Ed.	2	¼
Elective (selected from group B or group C)		1
Total		4¼

THIRD YEAR

	Periods for Week	Units
*Eng. C (Eng. Lit.)	5	1
*H. S. and A. C (Elementary)	8	1
*Physical Ed.	2	¼
*Math. C (Plane Geom.)	5	1
Elective (selected from group B or group C)		1
Total		4¼

FOURTH YEAR

	Periods for Week	Units
*Eng. D (Am. Lit.)	5	1
*History D (Am. Hist. and Civics)	5	1
*Physical Ed.	2	¼
Elective (selected from group B or group C)		2
Total		4¼

*Required of all. See Group A above.

(The figures after each course in the following groups indicate the year or years in which the course is available for election.)

GROUP B—ACADEMIC ELECTIVES

	Periods for Week	Units
History A—1 (Anc. European)	5	1
Science B—2	7	1
Science C—3, 4 (Chemistry)	7	1
Science D—3, 4 (Physics)	7	1
Latin A—1, 3 (Elem. Grammar)	5	1
Latin B—2, 4 (Caesar)	5	1
Latin C—3 (Cicero)	5	1
Latin D—4 (Vergil)	5	1
French A—1, 3 (Elem. Grammar)	5	1
French B—2, 5 (Reading)	5	1
Spanish A—1, 3 (Elem. Grammar)	5	1
Spanish B—2, 4 (Reading)	5	1

GROUP C—TECHNICAL ELECTIVES

	Periods for Week	Units
Bookkeeping A—1, 3 (Elem.)	5	1
Bookkeeping B—2, 4 (Adv.)	5	1
Penmanship and Spelling A—1, 2, 3, 4	5	½
Stenography and Typewriting C —3, 4 (Elementary)	10	1
Stenography and Typewriting D —4 (Advanced)	10	1
Commercial Arith. D—4	5	1
Commercial Law and Commercial Geog. C—3, 4	5	1
*Piano—1, 2, 3, 4	2	½
*Voice—3, 4	2	½
*Expression—1, 2, 3, 4	2	½
*Art—1, 2, 3, 4	2	½
†Household Science and Art B —2 (Elementary)	8	1
Household Science and Art D —4 (Home Management)	8	1

*Only 1 unit may be offered for graduation.

†Students electing Household Science and Art and Art B in the second year will be enrolled in Section 2 of Household Science and Art C required in the third year.

SUGGESTIVE COURSES.

CLASSICAL COURSE.

This course meets the entrance requirements for the A. B. Degree.

FIRST YEAR

	Periods for Week	Units
*Eng. A (Comp. and Rhet.)	5	1
*Math. A (Algebra)	5	1
*Science A (Gen. Sci.)	7	1
Latin A (Elem. Gram.)	5	1
*Phys. Ed.	2	¼
Total	24	4¼

SECOND YEAR

	Periods for Week	Units
*Eng. B (Comp. and Rhet.)	5	1
*Math. B (Alg. and Arith.)	5	1
*History B (Mod. Europ.)	5	1
Latin B (Caesar)	5	1
Phys. Ed.	2	¼
Total	22	4¼

THIRD YEAR

	Periods for Week	Units
*Eng. C (Eng. Lit.)	5	1
*Household Sci. and Art C	8	1
Latin C (Cicero) French A (Grammar) Spanish A (Grammar) German A (Grammar)	5	1
*Math. P. Geo.	5	1
*Phys. Ed.	2	¼
Total	25	4¼

FOURTH YEAR

	Periods for Week	Units
*Eng. D (Amer. Lit.)	5	1
*History (Am. Hist. and Civics)	5	1
Latin D (Vergil) French B (Reading) Spanish B (Reading) German B (Reading)	5	1
Phys. Ed.	2	¼
Elective		1
Total	17	4¼

SCIENTIFIC COURSE.

This course meets the entrance requirements for the B. S. Degree.

FIRST YEAR

	Periods for Week	Units
*Eng. A (Comp. and Rhet.)	5	1
*Math. A (Algebra)	5	1
*Sci. A (Gen. Sci.)	7	1
Latin A (Grammar)		
French A (Grammar)		
Spanish A (Grammar)		
German A (Grammar)		
	5	1
*Phys. Ed.	2	¼
Total	24	4¼

SECOND YEAR

	Periods for Week	Units
*Eng. B (Comp. and Rhet.)	5	1
*Math. B (Alg. and Arith.)	5	1
*History B (Mod. Europe)	5	1
Latin B (Caesar)		
French B (Reading)		
(Spanish B (Reading)		
German B (Grammar)		
	5	1
*Phys. Ed.	2	¼
Total	22	4¼

THIRD YEAR

	Periods for Week	Units
*Eng. C (Eng. Lit.)	5	1
*H. S. and A. C	8	1
Science C (Chemistry)		
Math. P. Geo.		1
*Phys. Ed.	2	¼
Total		4¼

FOURTH YEAR

	Periods for Week	Units
*Eng. D (Am. Lit.)	5	1
*History D (Am. Hist. and Civics)	5	1
Science (Physics)	7	1
Chemistry		
Elective		1
*Phys. Ed.	2	¼
Total		4¼

HOME ECONOMIC COURSE.

This course does not meet college entrance requirements.

FIRST YEAR

	Periods for Week	Units
*Eng. A (Comp. and Rhet.)	5	1
*Math. A (Algebra)	5	1
*Science A (Gen. Sci.)	7	1
Elective		1
*Phys. Ed.	2	¼
Total		4¼

SECOND YEAR

	Periods for Week	Units
*Eng. B (Comp. and Rhet.)	5	1
*Math. B (Algb. and Arith.)	5	1
*History B (Mod. Europ.)	5	1
H. S. and A. B	8	1
*Phys. Ed.	2	¼
Total	25	4¼

THIRD YEAR

	Periods for Week	Units
*Eng. C (Eng. Lit.)	5	1
*H. S. and A. C (Sec. 2)	8	1
Science C (Chemistry)	7	1
Math. P. Geo. C		1
*Phys. Ed.	2	¼
Total		4¼

FOURTH YEAR

	Periods for Week	Units
*Eng. D (Am. Lit.)	5	1
*History D (Am. Hist. and Civics)	5	1
H. S. A. D (Home Manag.)	8	1
Elective		1
*Phys. Ed.	2	¼
Total		4¼

COMMERCIAL COURSE.

This course does not meet college entrance requirements.

FIRST YEAR

	Periods for Week	Units
*Eng. A (Comp. and Rhet.)	5	1
*Math. A (Algebra)	5	1
*Science (Gen. Sci.)	7	1
C. Arith. (Elem.)	5	1
*Phys. Ed.	2	¼
Total	24	4¼

SECOND YEAR

	Periods for Week	Units
*Comm. Eng.	5	1
*Math. B (Alg. and Arith.)	5	1
*History B (Mod. Europ.)	5	1
Bkpg B (Advanced)	5	1
Phys. Ed.	2	¼
Total	22	4¼

THIRD YEAR	Periods for Week	Units
*Eng. C (Eng. Lit.)	5	1
*H. S. and A. C	8	1
Stepog. C (Typewr., Elem.)	10	1
Math. P. Geo. C		1
*Phys. Ed.	2	¼
†See note		
Total		4¼

FOURTH YEAR	Periods for Week	Units
*Eng. D (Am. Lit.)	5	1
*History D (Am. Hist. and Civics)	5	1
Stenog. and Typewr. (Advanced,	10	1
C. Geog. (Com. Law)	4	1
*Phys. Ed.	2	¼
Total	27	4¼

*Required of all.

†Penmanship and Spelling must meet a certain standard by the end of the Junior year. If this standard is not met the student must take work in these subjects in the Senior year.

ENGLISH.

MAYME WHEELER JEFFIE YOUNG

English A. Text: Hitchcock's Composition and Rhetoric. General review of grammar; correlation of grammar and rhetoric. Emphasis is placed on history and meaning of words; on sentence structure, paragraph structure, and punctuation. One written theme and one oral exercise each week. Outside readings and two classics required each semester.

Credit 1 unit

English B. Text: Hitchcock's Composition and Rhetoric. Study of the essentials of good composition. Detailed study of paragraphs. Thorough drill in narration, description, exposition and argumentation. Study of figures of speech; of versification. Written themes and oral composition each week as assigned. Outside readings and three classics required each semester.

Credit 1 unit

English C1. Text: Pancoast and Shelly's First Book in English Literature. General survey to the time of the French influence. Special emphasis is put on the correlation of historical events with literary periods. Outside readings and classics required.

Credit ½ unit

English C2. Text same. Study of English Literature from the time of French influence to the Victorian Age. Other work same as for C1.

Credit ½ unit

English D1. Text: Same as for English C. Study of English Literature from the beginning of the Victorian Age to the end of the text. Outside readings and classics as required. One long theme required.

Credit ½ unit

English D2. Text same. A general survey of American Literature. Outside readings and classics as required. One long theme if the pupil is enrolled in English D2 only.

Credit ½ unit

Commercial English. (Commercial Science 2). Text: Davis and Lingham's Business English and Correspondence. This course is open to and required of commercial students only. The course extends over the year.

Credit 1 unit

FRENCH.

FRENCH A. *Elementary Grammar, Composition, Reading.*

Elementary grammar; written and oral exercises; memorizing, conversation, and reading.

Credit 1 unit

FRENCH B. *Grammar, Composition, Reading.*

Advanced grammar and composition; conversation and memorizing; dictation, sight translation. Reading from such texts as Dumas' La Tulipe Noire; Sand's La Mare au Diable; About's Le Roi des Montagnes; Verne's Le Tour du Monde en quatre-vingts Jours; Moliere's Le Malade Imaginaire; Hugo's Ruy Blas. Prerequisite: French A.

LATIN.

MAXIE L. WOODRING.

LATIN A. *Elementary Grammar; Reading.*

Elementary grammar; inflections; rules for composition and derivation of words; syntax of cases and verbs; sentence structure; exercise in translation from Latin to English and from English to Latin. Translation at sight of easy selections. Easy selection passages from Caesar's Gallic War, Book 1. Five recitations per week.

First and second semesters. Credit 1 unit

LATIN B. *Caesar's Gallic Wars, Book 1-4.*

Daily drill in pronunciation, inflection, syntax and sentence structure. The subject matter of the text will be discussed from a historical point of view, particular attention being given to the military life of the Romans. The political and military careers of Caesar will be studied. Sight translation daily;

prose composition weekly. Prerequisite: Latin A. Five recitations per week.

First and second semesters. Credit 1 unit

LATIN C. *Cicero's Oration Against Catiline 1-4; Orations for the Manilian Law and Archias.*

Practice in translation, pronunciation, syntax. Special attention will be given to the historical references and setting. Study of the life of Cicero, with his influence on Roman life. A critical study will be made of the structure of the Roman oration. Sight translation daily, prose composition weekly. Prerequisite: Latin B. Five recitations per week.

First and second semesters. Credit 1 unit

LATIN D. *Virgil's Aeneid, Books 1-6.*

In addition to the translation, attention will be given to the poetical structure, forms, vocabulary and phraseology. The mythological sources of the poem will be carefully considered. Attention will be given to the epic as a literary production. The influence of Vergil will also be considered. Sight translation and verification daily. Prose composition weekly. Prerequisite: Latin C. Five recitations per week.

First and second semesters. Credit 1 unit

SPANISH.

JANE HILL MILLER LILLIAN PENQUITE

SPANISH A. *Elementary Spanish.*

An elementary course attempting to give one as early as possible accuracy and fluency in the use of Spanish. Elements of grammar; dictation; letter-writing; commercial forms and technical terms. To be conducted, as far as possible, in Spanish.

First and second semesters. Credit 1 unit

For preparatory students, or 6 hours for college students in commercial department.

SPANISH B. *Advanced Spanish.*

Review of elements of grammar, with special emphasis upon verbs; oral and written composition; letter-writing; readings from representative modern short story writers of Spain and Latin-America. To be conducted, as far as possible, in Spanish.

First and second semesters. Credit 1 unit

HISTORY.

HISTORY A1. *Ancient History—Greece.*

A survey of Ancient Oriental history and a general course in the history of Greece to the Roman Conquest. Lectures and reports.

First semester. Credit ½ unit

HISTORY A2. *Ancient History—Rome.*

A general course in the history of Rome to the reign of Justinian. Lectures and reports.

Second semester. Credit ½ unit

HISTORY B1. *Mediaeval History.*

This course covers the period from the fall of the Roman Empire in the West through the Italian Renaissance. Due reference to the relation of this period to the present status of the world's history. Lectures and reports.

HISTORY B2. *Modern History.*

From the Protestant Reformation down to the present time. Lectures and reports.

Second semester. Credit ½ unit

HISTORY C. *English History.*

This course includes a general survey of English history with due reference to the social, industrial and political development. Lectures and reports.

First and second semesters. Credit 1 unit

HISTORY D1. *American History.*

A study of the history of North America, of the colonial institutions, of the formation of the Constitution, and of the development of the United States. Lectures and reports.

First semester. Credit ½ unit

HISTORY D2. *Civics.*

The state. Kinds and functions of government, analysis and comparison of local, state and national governments. Emphasis upon responsibility of citizenship.

Second semester. Credit ½ unit

MATHEMATICS.

MATHEMATICS A½. *Algebra to Quadratics.*

The four fundamental operations; factoring, determination of highest common factors and lowest common multiple by factoring; fractions including complex fractions, and ratio and proportion; linear equations, graphing of linear equations; problems; radicals. Five recitations per week.

First and second semesters. Credit 1 unit

MATHEMATICS B1. *Algebra.*

Quadratics. Exponents and roots, logarithms, imaginary and complex numbers, graphs of quadratic equations, theory of quadratic equations, proportion, variation and limits, series. Five recitations per week.

First semester. Credit ½ unit

MATHEMATICS B2. *Arithmetic.*

Emphasis is put upon the thorough understanding of the principles of fractions, percentage and its various applications, square and cube root. Five recitations per week.

Second semester. Credit ½ unit

MATHEMATICS C½. *Plane Geometry.*

The usual theorems and constructions including the general properties of plane and rectilinear figures; the circle and measurement of angles; similar polygons, regular polygons and the measurement of the circle; the solution of original exercises, including loci problems; applications to the mensuration of lines and planes. Five recitations per week.

First and second semesters. Credit 1 unit

SCIENCE.

SCIENCE A. *General Science.*

A course introducing some the elements of Chemistry, Physics, Physiology, Botany, Zoology, and Physiography, simple experiments performed by students in laboratory. The course will be given as outlined in Hessler's Text on General Science.

First and second semesters. Credit 1 unit

SCIENCE B1. *Zoology.*

This course will endeavor to give the student a comprehen-

sive view of the entire animal kingdom. Structure, life histories and ecology. Recitations, five hours per week, laboratory.

First semester. Credit ½ unit

SCIENCE B2. *Botany.*

This course deals with the higher or seed bearing plants; also a brief discussion of other plants taken in the order of their complexity. Recitations, five hours per week, laboratory.

Second semester. Credit ½ unit

SCIENCE C. *Chemistry, Elementary.*

This course includes a study of the common elements and their compounds; also a study of the union by mass, laws of combination, the periodic law, valance, molecular weight, etc. Brief study of the seven groups metals. Recitations, five hours per week; laboratory.

First and second semesters. Credit 1 unit

SCIENCE D. *Physics.*

This course deals with the facts and principles of elementary physics, and includes elementary mechanics, sound, heat, light, and electricity. Recitations, five hours per week; laboratory.

First and second semesters. Credit 1 unit

HOUSEHOLD SCIENCE.

BERTHA L. WARD

HOUSEHOLD SCIENCE B. *Cooking.*

This course is to give a working knowledge of household processes connected with foods with a view of giving skill and efficiency in the care and preparation of foods. Recitation one period, laboratory two double periods.

First and second semesters. Credit ½ unit

HOUSEHOLD SCIENCE C. *Cooking.*

A study of foods with regard to composition, classification, nutritive value, different methods of cookery and their application to food. Representative foods illustrating the five food principles are prepared in the laboratory. Planning and serving of simple meals close the work. Recitation one period, laboratory two double periods.

First and second semesters. Credit ½ unit

HOUSEHOLD SCIENCE D. *Home Management.*

This course takes up the problems of the modern household; considers its organization and management in relation to income and other factors. Care of kitchen, pantries, dining room and bed rooms as to ventilation, cleaning, etc. Two periods per week.

First and second semesters. Credit ½ unit

HOUSEHOLD ART.

HAZEL FROST.

HOUSEHOLD ART B. *Sewing.*

This course presents the fundamentals of plain hand and machine sewing and the operation and care of sewing machines. Both house furnishings and under garments will be made and some simple, appropriate decoration applied. Two laboratory periods per week.

First and second semesters. Credit ½ unit

HOUSEHOLD ART C. *Sewing.*

This course includes practice in plain hand and machine sewing, darning, patching, and simple embroidery. A sufficient number of models are made to give a student accurate knowledge of all typical problems of constructive sewing. Two laboratory periods per week.

First and second semesters. Credit ½ unit

HOUSEHOLD ART D. *Textiles and Buying.*

This course considers primitive forms of textile industries; present methods of spinning and weaving; and the economic and hygienic value of different cotton and linen materials; a comparative study of cost of fabrics from different textiles. Buying and judging materials is given attention in this course.

One laboratory period, one lecture period per week.

First and second semesters. Credit ½ unit

COMMERCIAL SCIENCE.

EDNA B. MADDOX CLYDE HART

Candidates for a certificate from the Commercial Science Department must complete five units of the following outlined course:

Stenography 1	1 unit
Typewriting 1	1 unit
Spelling 1	¼ unit
Commercial English 1	1 unit
Bookkeeping 1	1 unit
Penmanship	¼ unit
Commercial Geography	½ unit
Commercial Law	½ unit
Commercial Arithmetic	1 unit

The courses elected must be approved by the head of the department.

For a description of these courses, see page 56.

PIANO.

LOIS BENNETT — RUDOLPH RICHTER
MARGUERITE RICHTER — ROMOLA DRAKE

MUSIC A or 7.

Practical hand culture at the table and keyboard for the development of an even and well balanced technique. Studies and easy pieces by Porter, Redman, Gurlitt, Kohler, Clementi, etc.

First and second semesters. Credit ½ unit

MUSIC B or 8.

Technical exercises for controlling the muscles of the fingers, hands and arms. Studies for expression and phrasing from Kohler, Gurlitt, Burgmueler, etc. Studies by Heller, Loeschorn, Bertini; easier pieces of Haydn, Greig, Spindler, Raff, etc.

First and second semesters. Credit ½ unit

VOICE.

CAROLINE PORTER — CARRIE ORMEROD

MUSIC A or 17.

Principles of breathing, voice placing, tone production, elementary vocalists, Concone Fifty Lessons, Simple Songs for phrasing and enunciation.

First and second semesters. Credit ½ unit

MUSIC B or 18.

Elements of voice building, continued: Scales, Arpeggios, Vaccai, First Book of Masterpieces of Vocalization by Max

Spiker, Concone Opus II, songs of medium grade from best composers.

First and second semesters. Credit ½ unit

GLEE CLUB. Open to all students having singing voices. Required of Junior and Senior students in voice culture. No credit.

ART.

NELLIE SHEPHERD.

ART A.

An elementary course in freehand drawing offered to students of the preparatory department. One hour laboratory period.

First and second semesters. Credit ½ unit

FINE ART B. *Drawing.*

Drawing in charcoal from still life and antique models.

First and second semesters. Credit ½ unit

PHYSICAL EDUCATION.

IRENE SHALEY GENEVA MAY

Physical Education is required of all students in the Secondary School unless excused by doctor's certificate.

Credit will not be given for less than one unit. This unit will exempt College Freshmen from Physical Education 1.

PHYSICAL EDUCATION A. *Gymnastics.*

This course will include free standing exercises for correct standing, walking and breathing, marching and running, simple apparatus work, simple wand work and dumb bell drills, games, æsthetic and folk dancing. Students are marked upon the basis of attendance, effort and knowledge of the work given.

Throughout the year 3 hours a week. Credit ¼ unit

PHYSICAL EDUCATION B. *Gymnastics.*

A review of the first year's work, including progression in each branch; also club swinging.

Throughout the year 2 hours a week.

Lectures on First Aid 1 hour a week. Credit ¼ unit

PHYSICAL EDUCATION C. *Gymnastics.*

A review of previous year's work.

Throughout the year 3 hours a week. Credit ¼ unit

PHYSICAL EDUCATION D. *Gymnastics.*

A review and continuation of the previous year's work. Relaxing and advanced æsthetic dancing, fencing.

Throughout the year 3 hours a week. Credit ¼ unit

ENROLLMENT AND CLASSIFICATION

1917-18.

POST GRADUATES.

Barr, Katherine	Chickasha
Holland, Hattie	Chickasha
Powers, Mrs. J. L.	Chickasha

SENIOR COLLEGE.

Denny, Lois	Anadarko
Dinwiddie, Ruth	Hugo
Frost, Hazel	Duncan
Gillis, Lois	Frederick
Gray, Ethel Cooper	Chickasha
Hart, Clyde	Marlow
Lee, Lula	Chickasha
McRee, Helen	Granite
Paris, Eelta	Muskogee
Rose, Juanita	Chickasha
Woodward, Ruth	Snyder

JUNIOR COLLEGE.

Ballew, Iona	Caddo
Brown, Hila	Pond Creek
Coryell, Martha Grace	Chickasha
Hodnett, Josephine	Marlow
Hollingsworth, Faye	Chickasha
Langston, Ruby	Chickasha
McGuffie, Marie	Cement
Oliver, Noble	Drummond
Owsley, Hazel	Chickasha
Simpson, Emme	Mangum
Thompson, Mary Frances	Tishomingo
Wagoner, Lula Mae	Hobart
Walcott, Ruth	Olustee
Waterman, Nellie	Anadarko
Waterman, Wanda	Anadarko

SOPHOMORE COLLEGE.

Anderson, Mary Louise	Gotebo
Ballew, Maxie	Wynnewood
Buttorff, Willa	Breckenridge

Canan, Gladys.....Pocasset
Castle, Ruth.....Wagoner
Dawson, Sidney.....Chickasha
Denny, Neva.....Anadarko
Dillard, Mrs. W. L.....Pauls Valley
Dolan, Opal.....Chickasha
DuBose, Doris.....Chickasha
Gates, Gladys E.....Cement
Gillmore, Blanche.....Lone Wolf
Gowdey, Ruth.....Chickasha
Guthrie, Zana.....Mangum
Harvy, Pearl.....Gotebo
Jones, Brownie.....Wagoner
Litel, Roberta.....Gotebo
McCrea, Nessie.....Chickasha
McCall, Esta.....Meeker
Moore, Fannie Lee.....Chickasha
Morton, Zella.....Wagoner
Phillips, Lillian.....Watonga
Raibourn, Letha.....Chickasha
Rice, Carol.....Chickasha
Rowland, Julia.....Shawnee
Sheriff, Burtie.....Louis
Stewart, Helen.....Pocasset
Tatman, Clarice.....Chickasha
Wade, Jennie Murrene.....Gould
Wood, Erma.....Shawnee

FRESHMAN COLLEGE.

Ahrens, Elma.....Chickasha
Anderson, Barbara.....Gotebo
Armstrong, Rebecca.....Chickasha
Baird, Zella Stoddard.....Chickasha
Barnes, Gladys.....Chickasha
Baxter, Mercedes.....Cushing
Benson, Beulah.....Duncan
Bland, Nannie Dee.....Gotebo
Brown, Zaida.....Blackwell
Buttler, Mable.....Chickasha
Clauder, Ruby.....Anadarko
Cole, Violet.....Shawnee
Eaton, Frances.....Pond Creek
Elder, Myrle.....Pond Creek
Flaxman, Florence.....Oklahoma City

Flowers, Bess.....Duncan
Fry, Mable.....Yukon
Grimsley, Hallie.....Chickasha
Hall, Helen.....Comanche
Harris, Ola Vivian.....Royce, Texas
Harris, Zaurena.....Chickasha
Higdon, Loretta.....Calumet
Hillery, Alene.....Comanche
Hoisington, Edythe.....Marlow
Hood, Mary.....Shawnee
Horschler, Ella.....Temple
James, Elizabeth Mae.....Washington
Jones, Erin.....Chickasha
Jones, Ila.....Waurika
King, Etta.....Shawnee
Koons, Vergi.....Temple
Kort, Tilda Eva.....Blackwell
Kranning, Elsa.....Shawnee
Lookabaugh, Linnie.....Watonga
Lyon, Hattie May.....Mangum
McKown, Nell.....Pocasset
May, Kellie.....Chickasha
Melton, Louise.....Grove
Mode, Mabel.....Grove
Morton, Jessie.....Wagoner
Murray, Helen.....Colvert
Neal, Livonia.....Chickasha
Neff, Ruth Ella.....Oklahoma City
Newby, Marie.....Gotebo
Patton, Ruth.....Stillwell
Perry, Mrs. Oscar.....Chickasha
Phillips, Gladys.....Watonga
Puckett, Ethel.....Sayre
Raibourn, Lorene.....Chickasha
Rhodes, Thelma.....Harris
Robbins, Idella.....Minco
Rogers, Helen.....Gotebo
Rose, Thelma Wild.....Chickasha
Sewell, Robbie.....Texola
Smith, Bonnie.....Gotebo
Smith, Frank.....Wagoner
Smith, Gladys.....Enid
Southgate, Elanor.....Shawnee

Stewart, Mildred	Sentinel
Tatum, Edith	Sentinel
Trotter, Naomi	Sapulpa
Van Eaton, Helen	Ft. Cobb
Wantland, Madonna	Chickasha
White, Mrs. Jas. Arthur	Chickasha

FOURTH YEAR PREPARATORY.

Austin, Nell	Valliant
Barton, Leila	Bartlesville
Boone, Martha	Lawton
Bowden, Hazel	Woolagah
Burton, Vera	Snyder
Buttler, Clemie	Texola
Byers, Ruth Sarah	Stewart
Cagg, Sherlie Mae	Seiling
Carter, Lena Bess	Oklahoma City
Case, Fay	Seiling
Castle, Mary	Wagoner
Christmas, Bernice	Pond Creek
Cossey, Mable	Prague
Coyle, Pearl	Chickasha
Davis, Matilda	Blanchard
Drake, Florence	Tecumseh
Feidler, Bessie	Roosevelt
Flemming, Katherine	Manitou
Gann, Myrtis	Royal
Gillis, Fern	Frederick
Harris, Kathleen	Chickasha
Hay, Ruby	Chickasha
Haynes, Mary Ellen	Chickasha
Higdon, Mildred	Calumet
Hildebrand, Oragonia	Anadarko
Hogue, Kitty	Ardmore
Jackson, Mattie	Wagoner
Jones, La Veta	Chickasha
Lester, Inez	Chickasha
McElroy, Lenore	Chickasha
McGuire, Helen	Mangum
McLain, Mary Augusta	Hastings
Miller, Vera	Bessie
Mock, Blanche	Altus
Mosley, Edith	Chickasha

Reed, VeLora.....Chickasha
Robertson, Olive Frances.....Oklahoma City
Roddy, Emma.....Ft. Cobb
Roff, Edith.....Roff
Shelton, Ellenda.....Butler
Smith, Lois.....Chickasha
Snedeker, Juanita.....Alex
Taylor, Helen.....Sapulpa
Turner, Johnnie.....Sayre
Turner, Veo.....Sayre
True, Margaret.....Chickasha
Wallace, Mittye.....Chickasha
White, Mildred.....Sulphur
White, Pearl.....Oklahoma City
Wiley, Estes.....Roosevelt
Winter, Mary Jane.....Texoma
Wright, Fern.....Chickasha

THIRD YEAR PREPARATORY.

Barry, Lucile.....Bradley
Bryant, Winnie.....Chickasha
Clark, Anna.....Bradley
Colby, Margaret.....Chickasha
Cornell, Celia.....Ardmore
Cox, Rose.....Nardin
Davis, Hazell.....Gracemont
Davis, Winnie.....Oklahoma City
Eaton, Veva.....Pond Creek
Erwin, Marguerite.....Tulsa
Farrell, Vallie.....Rocky
Hampton, Alice.....Bradley
Hassell, Ruby.....Chickasha
Herrin, Gladys.....Rocky
Hicks, Evelyn.....Fletcher
Hunnicut, Nancy.....Ninnekah
King, Hallie.....Chickasha
Lamb, Willie.....Wagoner
Lewis, Alma.....Chickasha
Loosen, Isabel.....Okarche
McClary, Katrina.....Oolagah
McCaull, Lenora.....Chickasha
McGuire, Clara.....Mangum
McMurry, Lena.....Tulsa

McPhail, Pearl.....Pocasset
Murray, Minnie.....Colbert
Perkins, Ruth.....Hastings
Plummer, Christine.....Clarita
Puckett, Monnie.....Sayre
Quigley, Thelma.....Chickasha
Reese, Lillian.....Chickasha
Rennie, Florence C.....Pauls Valley
Ruble, Jessie.....Taloga
Singletary, Grace.....Mangum
Smith, Doris.....Chickasha
Smith, Sadie.....Taloga
Stone, Ruth Eloise.....Chickasha
Terry, Pauline.....Cordell
Thorp, Irene.....Cyril
Tuggle, Estelle.....Lexington
Tussey, Frankie.....Tussey
Tweed, Lottie.....Chickasha
Vest, Florence.....Pond Creek
Voorhees, Myrtle.....Walters
Walden, Winnie.....Durant
Wallace, Lorine.....Cooperton
Weir, Viola.....Chickasha
White, Marjorie.....Sulphur
Wilson, Bessie.....Ft. Towsen
Winiford, Jewel.....McAlester
Wray, Erma.....Ft. Cobb

SECOND YEAR PREPARATORY.

Adams, Ernestine.....Crescent
Ammons, Anne.....Tipton
Ammons, Lola.....Tipton
Baadger, Bonnie.....Wynona
Barron, Opal.....Chickasha
Bass, Elizabeth.....Yukon
Bradley, Susie.....Chickasha
Brown, Ella.....Boswell
Brown, Jessie.....Chickasha
Buie, Irene.....Chickasha
Brownlee, Lucile.....Richland
Burney, Ada Bess.....Chickasha
Collins, Stella.....Okarche
Courtney, Eula.....Cyril

Crawford, Oteka.....Lindsay
Crow, Adelaide.....Texola
Dolan, Bonnie.....Chickasha
Eldridge, Eva Merle.....Oklahoma City
Euliss, Grace.....Oklahoma City
Ernst, Mildred.....Chickasha
Fatheree, Lillian.....Chickasha
Fesler, Neva.....Verden
Fisher, Louise.....Terral
Fisher, Madge.....Terral
Freeny, Beuna.....Blanchard
Gossaway, Arra.....Gracemont
Hebinck, Regina.....Chickasha
Jackson, Alma.....Chickasha
James, Mary Grace.....Washington
Jones, Corinne.....Pauls Valley
Joslin, Mildred.....Tabler
Lambert, Cecelia.....Sterling
Leeds, Orlene.....Chickasha
McCloud, Nelle.....Oklahoma City
McElreath, Marie.....Chickasha
McPeek, Helen Fay.....Mulhall
Manning, Jennie.....Caddo
Marsh, Anna Lee.....Chickasha
Norris, Jessie Mae.....Anadarko
Penwright, Gladys.....Calumet
Pross, Thelma.....Chickasha
Raasch, Gertrude.....Bessie
Reed, Cecyle.....Hulbert
Rennie, Anna Beth.....Pauls Valley
Rutherford, Ruba.....Bartlesville
Rice, Ruby Lee.....Chickasha
Ryan, Williamette.....Chickasha
Sanford, Lility.....Mountain Park
Stone, Lee Dona.....Chickasha
Thompson, Elizabeth.....Lawton
Walden, Lucile.....Durant
Wilson, Frankie.....Comanche
Wolverton, Violet.....Chickasha
Wright, Sterline.....Wewoka

FIRST YEAR PREPARATORY.

Anderson, Vera	Pocasset
Ammons, Lillie	Tipton
Anderson, Frances	Chickasha
Bailey, Jewell	Chickasha
Ball, Zelma	Chickasha
Bennett, Maud	Claremore
Bianchi, Katherine	Hartshorne
Bonnell, Mildred	Chickasha
Bradley, Grace	Chickasha
Bradley, Mable	Chickasha
Burt, Thelma	Alex
Corney, Kate	Chickasha
Cooper, Vivian Louise	Chickasha
Cox, Juanita	Jester
Craver, Jewell	Wheatland
Davis, Emmeline	Vinita
Davis, Ruth	Chickasha
Dugger, Enid	Sayre
Edgington, Madeline	Oklahoma City
Green, Willie	Overbrook
Healey, Mrs. Mable	Chickasha
Harding, Gertrude	Chickasha
Harned, Bessie	Claypool
Hood, Bernice	Indiahoma
Houser, Trilla	Meno
Hudson, Lucile	Chickasha
Hulen, Josephine	Chickasha
Ireton, Cleopatria	Chickasha
Kinnaird, Irene	Chickasha
Long, Sadie	Chickasha
Lubman, Rae	Chickasha
McMahn, Edythe	Minco
Mophet, Leola	Meno
Mathews, Marietta	Marietta
Massey, Ruby	Comanche
Parish, Mary	Chickasha
Richmond, Myrtle	Elk City
Roach, Edith	Chickasha
Shirk, Elva	Elgin
Simons, Gladys	Oklahoma City
Singleton, Zane	Chickasha

Smith, Mamie.....Arthur
Stuckwisch, Elsie.....Chickasha
Teel, Lorene.....Anadarko
Vest, Fairy.....Pond Creek
Webb, Eula.....Chickasha
Tinsley, Bertie.....Chickasha
Tucker, Etta.....Purdy
Wilkinson, Maude.....Alex
Williams, Edythe Pearl.....Chickasha
Wolf, Ethel Jane.....Anadarko
Woodward, Birdie.....Gracemont

UNCLASSIFIED STUDENTS.

Dennis, Sarah.....Elk City
Doebritz, Elizabeth Charlotte.....El Reno
Dorough, Lucile.....Spiro
Durham, Lena.....Elk City
Edgar, Margie.....El Reno
Gossmeyer, Clara.....Chickasha
Guisinger, Leta.....McCloud
Haden, Helen Hazel.....Galveston, Texas
Haley, Mrs. Cora.....Chickasha
Hanes, Ida.....Erick
Harvey, Velma.....Chickasha
Hill, Gladys.....Sapulpa
Hillman, Frances.....El Reno
Landsdowne, Blanche.....Pond Creek
Single, Lois.....Altus
Latting, Bess.....Chickasha
Little, Teresa.....Chickasha
Long, Mrs. Gertrude.....Chickasha
Lynch, Edythe.....Chickasha
Mullins, Ruby.....Spiro
Murray, Mrs. L. Cloud.....Tulsa
Rogers, Nettie V.....Enid
Ross, Mary Page.....Lenora
Shaw, Arra.....Roosevelt
Smith, Bess O.....Geuda Springs, Kansas
Stone, Florence.....Chickasha
Sullivan, Pearl.....Chickasha
Tauchman, Lucile E.....Cleveland
Wharton, Sidney.....Chickasha
White, Winnie.....Chickasha
Wilson, Clara.....Comanche

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